

**WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT**

**BOARD OF TRUSTEES**



**MISSION STATEMENT**

We provide the highest quality education to enable all students to make positive life choices, strengthen our community, and successfully participate in a diverse and global society.

We provide excellent learning and teaching experiences; safe, student-centered learning environments; and support for all students and employees. We develop and maintain productive community partnerships and individual and collective accountability.

**MEETING OF**  
January 4, 2012

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
MEETING AGENDA  
JANUARY 4, 2012**

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**BOARD AGENDA PACKETS AND INFORMATION:**

Complete Board meeting packets are available for review at the Administration Building, the District's six high schools, and at public libraries throughout West County.

Complete Board agendas and packets are available online at: [www.wccusd.net](http://www.wccusd.net).

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 1108 Bissell Avenue, Richmond, CA 94801 during normal business hours. In addition, such writings and documents may be posted on the District's website as noted above.

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**VIEWING THE BOARD MEETINGS:**

**Television:**

Live television broadcast of regularly scheduled Board meetings is available by the City of Pinole on PCTV Channel 26/28, the City of Richmond KCRT Channel 28 and the City of Hercules Cable Channel 28. Please check the city websites for local listings of broadcast schedules.

You may also find the complete meeting available on a tape-delay basis through the Richmond City Web Page at: <http://www.kcrt.com> within a few days of the recording date.

Audio tapes of Board meetings are kept on file at the Administration Building, 1108 Bissell Avenue, Richmond, CA 94801 (510-231-1101).

The Board of Education would like to acknowledge Comcast, the cities of Pinole and Richmond, and WCCUSD staff for their generosity and efforts in helping to televise WCCUSD Board of Education meetings.

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**ATTENDING BOARD MEETINGS:**

The public is warmly invited to attend and participate in all WCCUSD Board of Education meetings.

**Location:**      **LOVONYA DEJEAN MIDDLE SCHOOL  
3400 MACDONALD AVENUE  
RICHMOND, CA 94805**

**Time:**            The **Board of Education's Open Session meeting will begin at 6:30 PM.** The Board will convene at **5:30 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

**Order of Business:** **ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

**Special Accommodations:** Upon written request to the District, disability-related modifications or accommodations, including auxiliary aids or services, will be provided. Please contact the Superintendent's Office at 510-231-1101 at least 48 hours in advance of meetings.

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"of children be more careful than anything."  
e.e. cummings

**B. OPENING PROCEDURES**

**B.1 Pledge of Allegiance**

**B.2 Welcome and Meeting Procedures**

**B.3 Roll Call**

**B.4 Presentation of Student Board Representative from Hercules High School**

**B.5 Report/Ratification of Closed Session**

\* **B.6 Agenda Review and Adoption (Public Comment)**

\* **B.7 Minutes: December 7, 2011; December 12, 2011**

**C. BUSINESS ITEMS**

**CONSENT ITEMS (Routine Matters)**

Consent Calendar Items designated by “CI” are considered routine and will be enacted, approved and adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance. Items the Board pulls for discussion or explanation will be addressed following Section E.

**\*CI C.1 Grants/Awards/Agreements**

Comment:

Formal action is requested from the Board of Education to accept the grants/awards/agreements, as detailed, dated January 4, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per grants summary

**\*CI C.2 Acceptance of Donations**

Comment:

The District has received donations as summarized dated January 4, 2012. The estimated values for any non-cash donations are those provided by the donor. Staff recommends acceptance of these donations.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per donations summary

**\*CI C.3 Approval of Fund-Raising Activities**

Comment:

The planned fund-raising events for the 2011-12 school year are summarized, dated January 4, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

**\*CI C.4 Summary of Payroll and Vendor Warrant Reports**

Comment:

The summaries of Payroll & Vendor Warrants issued during the month of November are:

Total of payroll warrants (November 2011):	\$ 8,896,239
Total of vendor warrants (November 2011):	\$30,673,716

Recommendation:

Recommend approval of the payroll and vendor warrant reports

Fiscal Impact:

As noted above

**\*CI C.5 Contracted Services**

Comment:

Permission is requested of the Board of Education to approve the following contracts for services as detailed, dated December 7, 2011.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per contracts summary

**\*CI C.6 Notice of Completions: Bid J068299 Hanna Ranch Elementary School Roof Repairs Phase I, Bid J068270 Portola Middle School Temp Campus Site Work**

Comment:

Substantial completion notices has been received for: Bid J068299 and Bid J068270.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractor:

Kings Roofing, Bid J068299 Hanna Ranch Elementary School Roof Repairs Phase I  
Ray's Electric, Bid J068270 Portola Middle School Temp Campus Site Work

Recommendation:

Recommend approval of these notices of completion

Fiscal Impact:

None

**\*CI C.7 Notification of Claims Rejected**

Comment:

The District has received a claim requesting compensation for personal loss. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized claim rejection.

Recommendation:

Ratify the rejection of claim

Fiscal Impact:

None

**\*CI C.8 Certificated Board Authorization - Education Code 44285.3**

Comment:

Ed Code 44285.3 allows the Governing Board of a school district to authorize the holder of a multiple subject, standard elementary, single subject or standard secondary, credential with his or her consent, to teach departmental classes in grades K-12 provided the teacher has adequate knowledge of subject matter.

Recommendation:

Recommend Approval

None

Fiscal Impact:

**\*CI C.9 Routine Personnel Changes – Certificated**

Comment:

Routine personnel changes include actions to hire, promote, or terminate certificated employees in accord with appropriate laws, established policies and procedures.

Recommendation:

For Information Only

Fiscal Impact:

None

**\*CI C.10 Routine Personnel Changes – Classified**

Comment:

Routine personnel changes include actions to hire, promote, or terminate classified employees in accord with appropriate laws, established policies and procedures.

Recommendation:  
For Information Only

Fiscal Impact:  
None

**\*CI C.11 Approval of Board Members Attending 2012 Conferences**

Comment:

Board Bylaw 9250 stipulates members of the board shall be reimbursed for allowable expenses incurred in attending any meetings or in making any trips on official business of the school district when so authorized in advance by the Board of Education. (Education Code 35044). Board members have expressed interest in attending several conferences in the upcoming months. The conferences include:

- National Association of Latino Educators and Appointed Officials Conference, Washington, DC, February 2012
- California Association of Bilingual Educators Annual Conference, Sacramento, March 2012
- National School Boards Association Annual Conference, Boston, April 2012
- National Council on Educating Black Children Annual Conference, Kansas City, April 2012

Expenses will include registration, travel, food and lodging. Funds for Board travel and conference are budgeted and there is sufficient funding within that budget.

Recommendation:  
That the Board authorizes attendance to 2012 conferences

Fiscal Impact:  
General Fund

**\*CI C.12 Ratification and Approval of Engineering Services Contracts**

Comment:

Contracts have been initiated by staff using previously qualified consulting, engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

Recommendation:  
Ratify and approve contracts as noted

Fiscal Impact:  
Total for this action: \$354,166. Funding sources as noted.

**\*CI C.13 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of change orders on the following current District construction projects: Madera Elementary School Site Work for Portables, Kennedy High School Concession Stand and Lights, and El Cerrito High School Multi-Purpose Sport Field. Change orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted change order for the Kennedy High School Concession Stand and Lights and El Cerrito High School Multi-Purpose Sport Field projects are required by the Board, with special findings as noted below, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code Section 20118.4, the Board, by approving and ratifying these change orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:

Ratify negotiated change orders as noted

Fiscal Impact:

Total ratification and approval by this action: \$99,825.14

**\*CI C.14 Joint Use Agreement between the District and the City of El Cerrito for the use of Recreational Facilities for Portola Middle School**

Comment:

The District is in need to continue the use of the Cerrito Vista Park Recreational Facilities for Portola Middle School students and staff members for physical fitness programs throughout the school year. The City of El Cerrito has agreed to allow the District to use the park facility on a temporary basis until the completion of the construction of the new school site.

The proposed agreement with the City of El Cerrito provides for a legal framework to allow the use of the Park facilities. The agreement is attached and has been reviewed by District's legal counsel. It is being concurrently reviewed and approved by the City of El Cerrito. This agreement was approved by the Facility Subcommittee on December 13, 2011.

Recommendation:

Approve the use Agreement with City of El Cerrito.

Fiscal Impact:

Project will be funded from the Measure D 2010 Bond, \$10,000.

**\*CI C.15 Nystrom Elementary School Temporary Campus Modulares Award of Contract**

Comment:

The first phase of the reconstruction of Nystrom Elementary School is the construction of a temporary campus to house the school during construction. Interactive Resources has prepared plans and specifications for the Nystrom Elementary School Temporary Campus Project. The work includes delivering and setting up modular units and ramps for the project.

The District engaged in a public bid process for the project. Bids were opened on December 19, 2011. Two contractors submitted bids. They are as follows: Mobile Modular, \$637,288; and WM Scotsman, \$889,662. The apparent lowest bidder is Mobile Modular.

Recommendation:

Award contract to the lowest responsive, responsible bidder upon the expiration of the protest period.

Fiscal Impact:

Total for this action: \$637,288. Measure J Bond.

**\*CI C.16 Pinole Middle School Interim Housing Demolition Project**

Comment:

The Pinole Middle School Interim Housing Demolition Project consists of demolishing the portables, including ramps, stairs, landing with handrails, foundation and utility connections, shutting off and capping water, gas and sewer lines, removing and relocating utilities, and constructing a new temporary fence and gate at Pinole Middle School.

The District engaged in a public bid process for the project. Bids were opened on November 29, 2011. Six contractors submitted bids. They are as follows: Thomas D. Eychner, \$155,000; Kin Woo Construction, \$189,000; Abestos Management Group, \$199,875; ERA Construction, \$212,000; CF Contracting, \$218,000; and S&H Construction, \$229,500. The apparent lowest bidder is Thomas D. Eychner.

Recommendation:

Award contract to the lowest responsive bidder

Fiscal Impact:

\$155,000. Funded by the Measure J Bond

**\*CI C.17 Richmond High School Fiber Optics Project**

Comment:

The Richmond High School Fiber Optics Project consists of installing fiber optic cable and conduits, including installing cable from the Administration Office to the Art Room, Music Room and portable classroom on the south each corner of the main campus, as specified in the contract documents specification and drawings.



The District engaged in a public bid process for the project. Bids were opened on September 22, 2011. Three contractors submitted bids. They are as follows: Nema Construction, \$48,000; Eclipse Electric, \$59,761; and ERA Construction, \$62,000. The apparent lowest bidder is Nema Construction.

Recommendation:

Award contract to the lowest responsive, responsible bidder.

Fiscal Impact:

\$48,000. Funded by the Measure J Bond.

**\*CI C.18 Approval of Increase in District Allocation for Maritime Center Renovations Project**

Comment:

The Board approved full participation in the Maritime Center Renovations project as a part of the District's Proposition 39 Equivalent Charter School Facilities offer to the Richmond Children's Foundation for the Richmond College Prep ("RCP") Academy. RCP will use 4 classrooms and associated administrative space in the building. The District has made a contribution of \$2 million dollars to the project. These funds were also matched by a contribution from the City of Richmond of \$500,000. The Rosie the Riveter Trust is funding the remainder of the project through state historic preservation grants and tax credits.

The project involved renovating and restoring the historic Maritime Center, a Daycare Center for shipyard worker families during World War II. The project also included a component of the building being occupied by the National Park Service with a restored classroom and interpretive exhibit. The building is eligible for the National Register of Historic Places.

The construction project has been difficult and faced numerous challenges related to unforeseen conditions, hazardous materials removal issues, structural repairs, rain delays, and utilities issues. The Rosie the Riveter Trust has requested that the District provide an increase in its commitment in order to help overcome the added costs during construction and in the project close-up. The Rosie the Riveter Trust has requested that the District make an additional contribution up to but not exceeding \$250,000.

Recommendation:

Approve increase in District allocation to Maritime Center project.

Fiscal Impact:

\$250,000. Funded by the Measure J Bond under the Richmond College Prep Charter School budget.

**D. AWARDS, RECOGNITIONS, AND REPORTS**

**\* D.1 Report on the Advanced Placement program in West Contra Costa Unified School District**

Comment:

We would like to acknowledge 34 seniors who were designated AP Scholars during the last year's AP Exam administration in May 2011. There are four levels of AP Scholars:

1. AP Scholars - Granted to students who receive 3 or higher on three or more AP Exams.

2. AP Scholar with Honor - Granted to students who receive an average score of at least 3.25 on all AP Exams taken, and scores of 3 or higher on four or more of these exams.
3. AP Scholar with Distinction - Granted to students who receive an average score of at least 3.5 on all AP Exams taken, and scores of 3 or higher on five or more of these exams.
4. National AP Scholar - Granted to students in the United States who receive an average score of at least 4 on all AP Exams taken, and scores of 4 or higher on eight or more of these exams.

A report on the status of the AP programs will also be given by El Cerrito High School, Pinole Valley High School, and Hercules Middle High School. Last May, Pinole Valley administered the highest number of AP exams (431), Richmond had the highest number of AP exam takers (212), and Hercules and El Cerrito had the highest AP exam passing rate (42%).

Recommendation:

For Information Only

Fiscal Impact:

None

\* **D.2 Report on District Safety / REMS Update**

Comment:

Update on the district's strides on site and district safety plans in West Contra Costa Unified School District. Report on accomplishments and ongoing improvements for the implementation of the Readiness and Emergency Management for Schools (REMS) Grant.

Recommendation:

For Information Only

Fiscal Impact:

None

\* **D.3 Standing Reports**

Representatives of the following committees and employee unions are invited to provide a brief update to the Board. Representatives from these groups need to sign up to speak prior to the beginning of this item on the agenda by submitting a "Request to Address the Board" form. Five minutes may be allowed for each subcommittee or group listed below:

Academic Subcommittee  
Bayside Parent Teacher Association  
Citizens' Bond Oversight Committee  
Community Budget Advisory Committee  
Facilities Subcommittee  
Ivy League Connection  
Linked Learning – Multiple Pathways

Safety Committee  
Select Committee on High Schools  
Youth Commission  
Public Employees Local 1  
School Supervisors Association  
United Teachers of Richmond

\* **D.4 Budget Update for 2011-2012**

Comment:

Associate Superintendent Business Services will provide an update on the budget for 2011-2012 and the outcome of the mid-year trigger language included in the State Budget.

Recommendation:

For Information Only

Fiscal Impact:

None

**E. PUBLIC AND COMMITTEE COMMUNICATIONS**  
(Education Code 35145.5; Government Code 54950 et seq.)

\* **E.1 Superintendent's Report**

\* **E.2 WCCUSD Public Comment**

Members of the public are invited to speak to the Board about any matter that is not otherwise on the agenda and is related to issues affecting public education in the WCCUSD. **Approximately 30 minutes will be allocated for this item.** If there are more requests to speak than can be heard within this time limit, "WCCUSD Public Comment" will continue after Item G. Individuals wishing to speak must submit a "WCCUSD Public Comment" form prior to the beginning of this item on the agenda.

Depending on the number of persons who wish to speak, from one to three minutes will be allocated to each speaker at the discretion of the President of the Board in order to accommodate as many speakers as possible. The Board cannot dialogue on any issues brought before it by the public that have not been previously agendized, but may refer these to staff for response and/or placement on future agendas.

**F. ACTION ITEMS**

\* **F.1 Fiscal Systems Sufficiency Audit - Conditions for State Loan Payoff**

Comment:

Before the repayment of the State Loan the District is required to retain an auditor to confirm the District has adequate fiscal systems and controls in place. (EC 41320.1) The District retained Vavrinek Trine and Day (VTD) to complete the audit. Caroline Larson from VTD will make a brief presentation on the study. Once the Board has accepted the audit staff will present the audit to the State Superintendent of Schools with a request that the State relinquish oversight. Staff will also work with the Department of Finance and the I-Bank to determine the structure and amount of the loan pay off. The outstanding debt is held in the form of a Lease Revenue Bond issued by the California Infrastructure Bank.

Recommendation:

Acceptance of Audit

Fiscal Impact:

None

\* **F.2 Public Hearing for Resolution No. 74-1112 for SB 293**

Comment:

Senate Bill No. 293 prohibits public entities from withholding retention more than 5% of the contract price on public works contracts entered after January 1, 2012 unless certain conditions specified in Public Contract Code Section 7201 are satisfied.

Staff believes that school construction projects are of a nature that is substantially complex requiring retention in an amount exceeding 5%. The current standard for retention is 10% and staff would like to continue to use the current standard of 10% for projects deemed substantially complex.

To comply with the conditions in Public Contract Code Section 7201, staff is asking the Board to approve the resolution establishing criteria for determining whether a project is substantially complex at this properly noticed, regularly scheduled public hearing. Notice of this public hearing was posted on December 16, 2011.

In addition, staff is asking the Board to approve the resolution delegating the authority to make the determination whether a project is substantially complex to the superintendent or the superintendent's designee.

Recommendation:

Adopt Resolution No. 74-1112

Fiscal Impact:

No fiscal impact

\* **F.3 Presentation and Public Hearing of Initial Bargaining Proposal – Public Employees Union, Local One**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this précis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

Recommendation:

That the Board of Education hold a public hearing on the District's initial bargaining proposal to the Public Employees Local One for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the District's proposal to the Public Employees Local One for the 2012-2015 successor agreement.

Recommendation:

That the Board of Education adopt the initial bargaining proposal for labor negotiations with the Public Employees Local One.

Fiscal Impact:

To be determined

\* **F.4 Presentation and Public Hearing of Initial Bargaining Proposal – United Teachers of Richmond**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the United Teachers of Richmond will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

Recommendation:

That the Board of Education hold a public hearing on the United Teachers of Richmond's initial bargaining proposal to the District for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the United Teachers of Richmond's proposal to the District for the 2012-2015 successor agreement.

Recommendation:

That the Board of Education adopt the United Teachers of Richmond's initial bargaining proposal for labor negotiations with the District.

Fiscal Impact:

To be determined

\* **F.5 Presentation and Public Hearing of Initial Bargaining Proposal for WCCUSD to UTR**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

Recommendation:

That the Board of Education hold a public hearing on the District's initial bargaining proposal to the United Teachers of Richmond for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the District's proposal to the United Teachers of Richmond for the 2012-2015 successor agreement.

Recommendation:

That the Board of Education adopt the initial bargaining proposal for labor negotiations with the United Teachers of Richmond.

Fiscal Impact:

To be determined

\* **F.6 Presentation and Public Hearing of Initial Bargaining Proposal of West Contra Costa Administrators Association**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Administrators Association (WCCAA) will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

Recommendation:

That the Board of Education hold a public hearing on the West Contra Costa Administrators Association initial bargaining proposal to the District for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the West Contra Costa Administrators Association proposal to the District for the 2012-2015 successor agreement.

Recommendation:

That the Board of Education adopt the West Contra Costa Administrators Association initial bargaining proposal for labor negotiations with the District.

Fiscal Impact:

To be determined

\* **F.7 Presentation and Public Hearing of Initial Bargaining Proposal – West Contra Costa Administrators Association**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial

proposal of the West Contra Costa Unified School District will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

Recommendation:

That the Board of Education hold a public hearing on the District's initial bargaining proposal to the West Contra Costa Administrator's Association for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the District's proposal to the West Contra Costa Administrator's Association for the 2012-2015 successor agreement.

Recommendation:

That the Board of Education adopt the initial bargaining proposal for labor negotiations with the West Contra Costa Administrators Association.

Fiscal Impact:

To be determined

**G. DISCUSSION ITEMS**

**\* G.1 Project Status Report – Facilities Planning and Construction**

Comment:

The following are provided for review of Facilities Planning and construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report – Verbal Presentation
- Construction Status Reports – Current Construction Projects

Recommendation:

For Information Only

Fiscal Impact:

None

**H. UNFINISHED REQUESTS TO ADDRESS THE BOARD (continued from Item E)**

**I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT**

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

Lovonya DeJean Middle School – January 18, 2012

**K. ADJOURNMENT**

At 10:00 PM, any items remaining on the agenda that require immediate attention will be moved to this time. All other items will be tabled to another or the following Board meeting in order to make fair and attentive decisions. The meeting will adjourn at 10:30 PM. The meeting may be extended by a majority vote of the Board of Education.

The public may address items which are marked with an asterisk (\*).



**A. CLOSED SESSION**

**A.1 CALL TO ORDER**

**A.2 DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**  
(Government Code 54957.7)

**A.3 RECESS TO CLOSED SESSION AS SCHEDULED**

**See Exhibit A**

(Government Code Section 54954.5)

The **Open Session** will resume at the end of the **Closed Session** in the Multi-Purpose Room at approximately **6:30 PM**.

**EXHIBIT A**

(Government Code Section 54954.5)

**CLOSED SESSION AGENDA**

**January 4, 2012**

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

**2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**  
[Government Code Section 54956.9(a)]

- a. WCCUSD v. Orrick
- b. Srago v. WCCUSD

**3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/POTENTIAL LITIGATION**  
[Government Code Section 54956.9(b)]

Four cases

**4. LIABILITY CLAIMS (Government Code Section 54956.95)**

**5. CONFERENCE WITH LABOR NEGOTIATORS**

- a. Superintendent/Dr. Bruce Harter
- b. Employee Organizations
  - UTR
  - Local One
  - School Supervisors Association
  - WCCAA

- c. Unrepresented Employees
  - Confidential and Management

**6. PUBLIC EMPLOYEE APPOINTMENT**

**7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

**8. STUDENT DISCIPLINE (Education Code Section 35146)**

Expulsions

**9. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT  
(Government Code Section 54957)**

Certificated / Classified Employee Dismissal

**10. REPORT OF CLOSED SESSION ACTIONS**

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Wendell C. Greer  
Associate Superintendent, K – Adult Operations

**Agenda Item:** B.4

**Subject:** Presentation of Student Board Representative from Hercules High School

**Background Information:**

A Student Board Representative from Hercules High School will attend the Board of Education on January 4, 2012. We would like to recognize and commend their participation.

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

West Contra Costa Unified School District  
Minutes of the Board of Education Meeting  
Lovonya DeJean Middle School  
3400 Macdonald Avenue  
Richmond, CA 94805

Agenda Item B.7

December 7, 2011

**A. CLOSED SESSION**

**B. OPENING PROCEDURES**

President Charles Ramsey called the meeting to order at 5:30 P.M. The Board recessed into Closed Session. President Ramsey called the Public Session to order at 6:31 P.M.

**B.1 Pledge of Allegiance**

President Ramsey led the pledge of allegiance.

**B.2 Welcome and Meeting Procedures**

President Ramsey offered welcome and instructions to the public regarding the meeting.

**B.4 Roll Call**

**Board Members Present:** Madeline Kronenberg, Antonio Medrano, Elaine Merriweather, Charles Ramsey, Tony Thurmond

**Staff Present:** Magdy Abdalla, Director Facilities Construction; Sandi Brown, Food Service Supervisor; Steve Collins, SELPA Director; Martin Coyne, Executive Director Bond Finance; Lisa Erwin, Executive Director Business Services; Bill Fay, Associate Superintendent for Operations; Wendy Forrest, Principal Montalvin Elementary; Julio Franco, Principal Richmond High; Luis Freese, Executive Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Chris Hanna, Network Operations and Data Center Manager; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Linda Jackson, Retired Executive Director; Marcella McClinton-Jamerson, Teacher; Barbara Jellison, Director Food Service; Sue Kahn, Pinole Valley Principal; Cecilia Mendoza, Executive Director; Reyna Ortiz de Toureil, Translator; Lyn Potter, Director Categorical and Instructional Support Services; Nia Rashidchi, Assistant Superintendent Educational Services; Ann Reinhamen, Assistant Superintendent Human Resources

President Ramsey announced receiving the CSBA Golden Bell award for the Ivy League Connection, and displayed the award for the audience.

**B.3 Annual Organization Meeting**

President Ramsey invited Clerk Kronenberg to begin with her nominations.

**Election of President**

**Motion:** Ms. Kronenberg moved to nominate Mr. Ramsey to continue in the position of President of the Board. Mr. Thurmond seconded. A roll call vote was taken with Ms. Kronenberg, Ms. Merriweather, Mr. Thurmond and Mr. Ramsey voting yes, Mr. Medrano voting no, and no abstentions or absences. Motion carried 4-1-0-0.

**Election of Clerk**

**Motion:** Ms. Kronenberg moved to nominate Mr. Medrano to serve as Clerk of the Board. Mr. Thurmond seconded. A roll call vote was taken with Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond and Mr. Ramsey voting yes, and no abstentions or absences. Motion carried 5-0-0-0.

A separate motion was taken to appoint the Superintendent as Secretary, authorize the President to sign documents, the Clerk to sign in the absence of President, affirm the board meeting dates and establish the Board calendar for 2012.

**Motion:** Mr. Medrano moved to affirm the appointment of the Superintendent as Secretary, authorize the President to sign documents, the Clerk to sign in the absence of President, affirm the board meeting dates, and establish the Board calendar for 2012. Mr. Thurmond seconded. Ms. Kronenberg, Mr. Medrano, Ms.

**Merriweather, Mr. Thurmond and Mr. Ramsey voted yes, with no abstentions or absences. Motion carried 5-0-0-0.**

President Ramsey asked for a motion to approve committee assignments:

High School Family Assignments

El Cerrito High School – Charles Ramsey  
Hercules High School – Tony Thurmond  
Kennedy High School – Madeline Kronenberg  
Pinole Valley High School – Charles Ramsey  
Richmond High School – Antonio Medrano  
DeAnza High School – Elaine Merriweather

Committee Assignments

Academic – Madeline Kronenberg, Chair; Elaine Merriweather  
Citizens Bond Oversight – Madeline Kronenberg  
Community Budget Advisory – Antonio Medrano, Charles Ramsey  
Facilities – Antonio Medrano, Chair; Charles Ramsey  
Linked Learning – Antonio Medrano, Chair; Madeline Kronenberg  
Safety – Tony Thurmond, Chair; Elaine Merriweather  
Youth Commission – Tony Thurmond, Chair; Madeline Kronenberg  
Select Committee on High Schools – Charles Ramsey, Chair; Antonio Medrano

Liaison to Five City Councils

El Cerrito – Madeline Kronenberg  
Hercules – Tony Thurmond  
Pinole – Charles Ramsey  
Richmond – Elaine Merriweather  
San Pablo – Antonio Medrano

**Motion: Mr. Medrano moved to approve committee assignments. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond and Mr. Ramsey voted yes, with no abstentions or absences. Motion carried 5-0-0-0.**

**B.5 Presentation of Student Board Representative from DeAnza High School**

Mr. Jacob Barnett provided a report of activities at DeAnza High School.

**B.6 Report/Ratification of Closed Session**

Superintendent Harter asked the Board to ratify the action taken in Closed Session regarding the December 7, 2011 recommendation to approve expulsion cases #001 - #004.

**Motion: Mr. Medrano moved to ratify the action taken in Closed Session regarding the recommendations of December 7, 2011 for expulsion cases #001 - #004. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, and President Ramsey voted yes, with Ms. Merriweather and Mr. Thurmond abstaining and no absences. Motion carried 3-0-2-0.**

**B.7 Agenda Review and Adoption**

**MOTION: Mr. Medrano moved approval of the agenda with moving items F.4 and G.1 to follow D.4 and A Youth Commission report. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Tony Thurmond, Student Representative Jacob Barnett (advisory vote only), and President Ramsey voted yes with no abstentions and no absences. Motion carried 5-0-0-0.**

**B.8 Minutes: November 2, 2011 as corrected; November 16, 2011**

**MOTION: Ms. Kronenberg moved approval of the Minutes of November 2, 2011 as corrected, and November 16, 2011. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond and Student Representative Jacob Barnett (advisory vote only), and President Ramsey voted yes with no abstentions and no absences. Motion carried 5-0-0-0.**

**C. BUSINESS ITEMS**

- C.1 Grants/Awards/Agreements**
- C.2 Acceptance of Donations**
- C.3 Approval of Fund-Raising Activities**
- C.4 Contracted Services**
- C.5 Notification of Claims Approval and Settlement Payments**
- C.6 Routine Personnel Changes – Certificated**
- C.7 Certificated Board Authorization - Education Code 44285.3**
- C.8 Call for Nominations for California School Boards Association (CSBA) Delegate Assembly**
- C.9 Resolution No. 75-1112: Certificate of Signatures**
- C.10 Chevron Tax Appeal Resolution No. 76-1112**  
This item was pulled for public comment.
- C.11 Ratification and Approval of Engineering Services Contracts**
- C.12 Ratification and Approval of Negotiated Change Orders**
- C.13 Approval of Additional Program Management General Conditions Reimbursable Expenses**
- C.14 Approval of the District Deferred Capital Improvement Projects**
- C.15 Approval of the Relocation of the CCS Program**
- C.16 Approval of Stege Elementary School Construction Document Design Fees**
- C.17 Pinole Middle School Miscellaneous Repairs**
- C.18 Kennedy High School Quad Renovations**
- C.19 Riverside Elementary School Restroom Resurfacing Project**
- C.20 Religious/Cultural Celebration**  
This item was pulled for public comment.

**MOTION:** Ms. Kronenberg moved approval of Consent Items C.1 – C.9, C.11 – C.19. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Tony Thurmond, Student Representative Jacob Barnett (advisory vote only), and President Ramsey voted yes with no abstentions and no absences. Motion carried 5-0-0.

**C.10 Chevron Tax Appeal Resolution No. 76-1112**

**Public Comment:**

The speaker declined to address the Board.

**MOTION:** Mr. Medrano moved approval of Consent Item C.10, Chevron Tax Appeal Resolution No. 76-1112. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Tony Thurmond, Student Representative Jacob Barnett (advisory vote only), and President Ramsey voted yes with no abstentions and no absences. Motion carried 5-0-0.

**C.20 Religious/Cultural Celebration**

**Public Comment:**

Billy Alexander

**Board Comment:**

President Ramsey and Ms. Merriweather addressed Mr. Alexander's concerns regarding Kwanza.

**MOTION:** Mr. Medrano moved approval of Consent Item C.20, Religious/Cultural Celebrations. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Tony Thurmond, Student Representative Jacob Barnett (advisory vote only), and President Ramsey voted yes with no abstentions and no absences. Motion carried 5-0-0.

**D.6 Standing Report**

**Youth Commission.** Ms. Kathleen He provided an update of Youth Commission activities including recruitment of new members, planning activities for the new year, and strategies for anti-bullying activities.

**D. AWARDS, RECOGNITIONS, AND REPORTS**

**D.1 Recognition of Richmond High's Robotics Team**

Principal Julio Franco and Executive Director Cecilia Mendoza introduced the robotics team students and their exhibition of Chompy the robot. Teacher and robotics coach, Mr. Luciano Del Rio, provided a brief history of the eleven years of the program. Students demonstrated Chompy's skills.

**D.2 Recognition of CIF Champion Stephanie Lin, Pinole Valley High**

Mr. Greer introduced Stephanie Lin and the Pinole Valley High School marching band that honored Ms. Lin by playing the school fight song. Principal Sue Kahn presented a certificate to Stephanie for her academic and athletic accomplishments. Ms. Lin thanked the Board and her family for their support.

**Public Comment:**

Al Kirkman

**D.3 Recognition of Vickie Tukeva, Eukel Trust Teacher Award**

Superintendent Harter recognized Ms. Tukeva and spoke of her accomplishments at Richmond High School, as well as coaching the RHS cheerleaders. The cheerleading squad performed a routine to honor Ms. Tukeva.

**Board Comment:**

President Ramsey offered congratulations for her award on behalf of the Board.

**F.4 Integrity Educational Center Charter School Petition**

Ms. Linda Jackson offered the District's findings but said that the petitioner had left the meeting, declining to address the Board.

**MOTION: Mr. Medrano moved approval the recommendation to deny the petition of Integrity Educational Center Charter School. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Tony Thurmond, Student Representative Jacob Barnett (advisory vote only), and President Ramsey voted yes with no abstentions and no absences. Motion carried 5-0-0-0.**

**G.1 Richmond Charter Academy Middle School**

Ms. Jackson presented information about the Richmond Charter Academy Middle School petition. Mr. Jorge Lopez presented further information regarding the petition.

**Public Comment:**

None

**Board Comment:**

Mr. Thurmond asked about statistics of student performance and low achieving students. Mr. Lopez responded.

Mr. Thurmond further asked about sharing facilities with Richmond College Prep (RCP) charter school. Ms. Peppina Chang, CEO of RCP affirmed a conversation with Mr. Lopez about providing space adjacent to their facility.

Ms. Kronenberg asked about sharing the school's strategies with other schools in the District. Mr. Lopez responded saying that his staff will be open to working with district representatives.

Ms. Merriweather asked questions about class size at the Oakland charter academy. Mr. Lopez responded that they are committed to maintaining small classes.

Mr. Medrano asked about parent participation. Mr. Lopez spoke of the family advisory council, training and an open invitation to parents.

Ms. Merriweather asked a further question about the enrollment process. Mr. Lopez said that open enrollment occurs with conditional acceptance of an application. The registration period is a time for parents to submit required information. A lottery would be necessary if a large number of applications were received.

President Ramsey asked whether Mr. Lopez would be committed to the school and the community. Mr. Lopez affirmed that he would be.

President Ramsey asked Ms. Jackson about the next steps in the process and the issue around sharing facilities. Ms. Jackson spoke about the Education Code's requirement for assessing and analyzing the petition for compliance. Mr. Ramsey asked which firm reviewed the petitions. Ms. Jackson responded Lozano Smith. Ms. Jackson also spoke about the legal requirement for a facility to be conducive to learning, and whether a charter is placed on the campus of another school, and necessary guidelines to be followed. She concluded by saying that the petition would return January 18 for Board action.

Mr. Lopez spoke about a January date for submission of charter school grant funding applications.

President Ramsey asked to amend the agenda to hear item D.6 in order to accommodate Local 1 members in the audience. Board members were in agreement.

#### **D.6 Standing Reports**

**Local One.** Scott Brown introduced Vickie Vargas who spoke about a personal experience. Mr. Brown continued to speak about respect and dignity, and asked for District representatives to return to the negotiating table. Ms. Reinham reported that the Board gave direction to set up a date to return to negotiations.

**Academic Subcommittee.** Ms. Rashidchi said that the next meeting is scheduled for December 13, 6:30 p.m. at Helms Middle School.

**Citizens' Bond Oversight Committee.** Robert Studdiford thanked committee members for their work over the busy year. He spoke about the growing membership with 16 members. He also said that minutes for the current year have been posted on website and spoke about approval of administrative regulations allowing the committee to develop bylaws. He thanked Alex Gomez for his service over the last 4 years and welcomed new members Joe Fisher and Gerard Boulanger. The next meeting is scheduled in January 2012.

**School Supervisors Association.** Sandra Falk, Executive Director, distributed information regarding employee costs for health insurance. She spoke about the meaning of appreciation and that current employees feeling depreciated because of the impact of lost benefits.

**United Teachers of Richmond.** Diane Brown spoke about appreciation of employees. She said that UTR supports Local One and all workers of the District. She spoke about the language arts textbook adoption and the process outlined in the contract agreement with the teachers' union.

**Select Committee on High Schools.** Mr. Greer spoke about the special Board session scheduled for December 12 to look at instructional and operational practices of El Cerrito, Pinole Valley and Richmond High. Mr. Medrano asked questions about the organization of the meeting. Mr. Greer responded. Mr. Thurmond asked about the committee structure and opportunity for Board members to note items of interest.

**Community Budget Advisory Committee.** Ms. Gamba announced the next meeting for January.

**Safety Committee.** Mr. Thurmond announced the next meeting for December 14 at Richmond High School, 4:00 p.m., and will look at improving school attendance to help students and bring in more ADA revenue. The committee will also look at efforts around disaster preparedness and safety concerns. He thanked Ms. Kronenberg for her service over the last two years and welcomed Ms. Merriweather to the committee.

**Ivy League Connection.** President Ramsey asked Mr. Don Gosney to speak about the District's efforts and impact being noticed statewide and nationally by the Golden Bell award. Mr. Gosney spoke about the ILC starting up for next cohort of students. He talked about the students as ambassadors for the District and their fellow students. He would like to expand the outreach program for as many students as want to apply. Mr. Medrano asked about qualifications. Mr. Gosney responded. President Ramsey thanked Mr. Gosney for his volunteer work. President Ramsey presented Dr. Harter with the award for display at the District office. Superintendent Harter spoke about participating in the awards ceremony and his appreciation of all Board members who attended. He also expressed gratefulness to the external funders for the success of this program.

#### **D.4 Transitional Kindergarten Implementation**

Ms. Rashidchi introduced Janice Thompson, Director of the preschool program, who spoke about transitional kindergarten (TK), and the new grade level requirement for all California school districts. Dr. Thompson introduced Elizabeth Maki, the District's first pre-K teacher, and Barbara Kitagawa, a member of the early child education committee. Dr. Thompson spoke about the developmental appropriate practices and transitional kindergarten as a two year kindergarten program. The program will be fully implemented with voluntary enrollment. The program is currently being piloted at Coronado Elementary School. Ms. Maki spoke about the program at Coronado.

**Public Comment:**  
None



**Board Comment:**

Ms. Merriweather spoke about this as an historical event of adding a new grade, the first new addition in California since the 1800's. She spoke about the benefits for children starting early in an effort to close the achievement gap. Mr. Thurmond asked questions about ages of child for TK in 2014 for joining traditional vs. transitional kindergarten as well as questions about the schedule for the full day schedule. Dr. Thompson responded that conversations are being held regarding half day and full day programs and the benefit to students. Ms. Merriweather spoke about many districts already implementing full day kindergarten programs. President Ramsey thanked staff for presentation.

The Board took a brief recess at this time.

Student Representative Jacob Barnett left the meeting for the evening.

**D.5 180° Program**

Ms. Kronenberg spoke about the program bringing character development training to each secondary school site. The facilitator at each site would teach the program and be responsible for case maintenance with involved students. Students will be monitored regarding attendance, grade point average, and discipline. She said this would be an opportunity to enhance core counseling.

Mr. McMillon spoke about the program and opportunity to bring a funded initiative with services and a strategy to fund case managers in working with students on a comprehensive character development program. He said the program, currently implemented in Oakland schools, includes a curriculum that emphasizes values clarification, goal setting, behavior, attitude toward education and other areas.

**Public Comment:**

None

**Board Comment:**

Mr. Medrano asked for a printed copy of the presentation.

Ms. Merriweather said she is familiar with the program and asked how the three hours per week at the school site would be handled. Mr. McMillon said the program would be part of the extended day, but other schools have integrated it as an elective program into the regular day. She continued to ask about data collection. Mr. McMillon responded.

Mr. Thurmond asked about supervision of facilitators and outreach to middle schools in the District. Mr. McMillon responded with information.

Ms. Kronenberg said this is an opportunity for the District to have a completely funded program with proven results. Mr. Greer said that District is encouraged about the potential partnership for intervention with students and would like to partner with 180° to see progress over the next two years.

President Ramsey suggested this should go to Academic Subcommittee first for review and then come to the Board with a recommendation. He supported that this be brought back for the agenda when the program has been reviewed so that the Board does not have to make a quick decision.

Ms. Kronenberg said she supports the program and feels it would be worthwhile.

Discussion followed about the capacity of the 180° Program, the need to review material, time considerations and review by the Academic Subcommittee.

Mr. Thurmond said he would like to learn more, but suggested ending the conversation at this time.

**D.6 Standing Reports**

This item was moved to follow G.1.

**D.7 In Memory of Members of the School Community**

Superintendent Harter recognized the contributions of members of the community who have passed away.

President Ramsey asked the Board to modify the agenda and move item F.2 to follow D.7.

**MOTION: Mr. Medrano moved approval of moving item F.2 to follow item D.7. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Tony Thurmond, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F.2 K-6 RLA Instructional Materials Adoption**

Teacher Marcella Jamerson who spoke about the adoption of the K-6 reading language arts adoption. Principal Wendy Forrest spoke about the consistency of the intervention programs for all schools, summer school capacity and alignment for ELD learners. Director Lyn Potter addressed the process for implementation and reported that the selection committee recommended adoption.

**Public Comment:**

Diane Brown, Amanda Henderson, Holly Ruff, Eric Reed, Betsy Bashor, Wendy Phillips, Thomas Prather, Michael Gonzales

**Board Comment:**

None

**MOTION: Mr. Medrano moved approval of the K-6 RLA Instructional Materials Adoption. There was no second to the motion. The motion failed for lack of a second.**

**E. PUBLIC AND COMMITTEE COMMUNICATIONS**

(Education Code 35145.5; Government Code 54950 et seq.)

**E.1 Superintendent's Report**

Superintendent Harter provided a report of events in the District.

**E.2 WCCUSD Public Comment**

Rick Alexander, Michael Beer

**F. ACTION ITEMS**

**F.1 First Interim Report, 2011-2012**

Ms. Gamba presented financial information regarding the First Interim Report with a positive certification.

**Public Comment:**

None

**Board Comment:**

President Ramsey expressed concern about multi-year projections. Ms. Gamba responded with information. Discussion continued regarding the funding for school resources officers.

**MOTION: Mr. Medrano moved approval of the First Interim Report, 2011-2012. Ms. Merriweather seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Tony Thurmond, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F.2 K-6 RLA Instructional Materials Adoption**

This item was moved to follow item D.5.

**F.3 Archiving for Portola Middle School**

Mr. Fay said that this item was brought to the Board as a result of a stakeholder request to support archiving historical items from the old Portola campus. Mr. Fay said he is seeking the direction of the Board regarding funding out of Measure J bond funds. Ms. Kronenberg spoke about the project as it honors the history of the school, similar to the archiving project done for El Cerrito High, which was funded by private donations.

**Public Comment:**

None

**Board Comment:**

Ms. Merriweather asked whether this was approved by the Facilities Subcommittee. Mr. Ramsey said that the committee did not agree that bond funding was an appropriate use for this project. Mr. Medrano said he felt that the community could fundraise for this project and that it was inappropriate to use bond money.

**MOTION: Ms. Kronenberg moved approval of Archiving for Portola Middle School. Mr. Thurmond seconded.**

Mr. Thurmond asked whether there had been a staff analysis of whether this was an appropriate use of bond funds. Superintendent Harter said a legal opinion was not sought. Mr. Thurmond urged a legal determination of validity. In the meantime, he asked the maker of motion to amend her motion to delay action for a legal opinion. Ms. Kronenberg said she agreed to delay action. Superintendent Harter said he would not recommend general fund use because this was not done for other schools.

**MOTION: Ms. Kronenberg amended the original motion to delay action on approval of Archiving for Portola Middle School to allow time for a legal opinion. Mr. Thurmond seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Ramsey, Tony Thurmond, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F.4 Integrity Educational Center Charter School Petition**  
This item was moved to follow item D.4.

**G. DISCUSSION ITEMS**

**G.1 Richmond Charter Academy Middle School**  
This item was moved to follow item F.4.

**G.2 Project Status Report – Facilities Planning and Construction**  
Mr. Magdy Abdalla provided a status report of construction activities in the District.

**Public comment:**  
None

**Board Comment:**  
President Ramsey asked about the plan for the temporary move of Coronado to the Kennedy campus. Mr. Abdalla replied with information from the Laurel Park Neighborhood Council meeting. Mr. Ramsey continued with questions about moving the portable buildings from the Downer soccer field and relocating Ford back to the new campus. Mr. Abdalla responded that the design phase for the field could begin by early February. Mr. Abdalla also reported that the Helms marquee was working properly.

**H. UNFINISHED REQUESTS TO ADDRESS THE BOARD** (continued from Item E)  
None

**I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT**  
Ms. Kronenberg wished everyone a Happy New Year and suggested following the Governor and CTA's budget proposals.

Mr. Medrano wished happy holidays to everyone. He reported that he enjoyed the San Diego conference and gave high praise for our financial team who has worked to prepare the District for possible budget triggers.

Mr. Thurmond reflected on the conversation about the Reading Language Arts adoption. He continued to speak about relying on staff to vet out materials and justify concerns. He concluded by offering congratulations to Mr. Ramsey and Mr. Medrano. He also thanked Ms. Kronenberg for her leadership over the past year.

Ms. Merriweather said as she looked back over the year, the Board has accomplished a great deal. She said she appreciated working with her colleagues and staff, looking forward to serving in 2012.

Mr. Medrano talked about looking at textbooks for errors and biases.

Mr. Ramsey reminded everyone of the Board meeting scheduled for December 12. He wished everyone happy holidays.

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

Lovonya DeJean Middle School – January 4, 2012

**K. ADJOURNMENT**

President Ramsey adjourned the meeting in appreciation of Don Gosney at 11:12 P.M.

*Motion vote count order: Yes-No-Abstain-Absent*

BH:dh

**West Contra Costa Unified School District**  
**Minutes of the Special Board of Education Meeting**  
**Study Session**  
**DeJean Middle School**  
**3400 Macdonald Ave.**  
**Richmond, CA 94805**

**December 12, 2012**

**A. OPENING PROCEDURES**

President Charles Ramsey called the meeting to order at 6:04 PM.

**A.1 Pledge of Allegiance**

President Ramsey led those in attendance in the pledge of allegiance.

**A.2 Welcome and Meeting Procedures**

President Ramsey offered welcome and instructions to the public regarding the meeting.

**A.3 Roll Call**

**Board Members Present:** Madeline Kronenberg, Antonio Medrano, Elaine Merriweather, Charles Ramsey. Tony Thurmond arrived at 6:32 p.m.

**Staff Present:** Mike Aaronian, Coordinator; Pamala Blake, Director; Steve Collins, SELPA Director; Susana Coracero, Student Support Supervisor; Rosa Cornejo, Staff Secretary; Bill Fay, Associate Superintendent for Operations; Julio Franco, Principal Richmond High; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent for K-Adult Operations; Superintendent Bruce Harter; Antoinette Henry-Evans, Executive Director; Nicole Joyner, Grant Writer; Brenda King-Randle, Coordinator; Sue Khan, Principal Pinole Valley High; Kibby Kleiman, Assistant Principal Richmond High; David Luongo, Principal El Cerrito High; Ken McDaniel, Maintenance Supervisor; Cecilia Mendoza, Executive Director; Tashaka Merriweather, Project Assistant; Nia Rashidchi, Assistant Superintendent; Ann Reinlagen, Assistant Superintendent for Human Resources; Maria Leticia Oregon, Interpreter; Marin Trujillo, Coordinator; Mike Walsilchin, Coordinator Disaster Preparation/Safety; Kyra Worthy, Student Support Supervisor

**B. Public Comment**

None

**C. 180° Program**

Superintendent Harter asked Ms. Kronenberg to give a brief description of the 180° Program. She said that the program is an opportunity to provide an afterschool and life skills program for 350 students from each of the secondary schools including continuation schools. The program will help students improve their grade point average, discipline problems and attendance. The program is fully funded by the Agape Foundation.

Mr. Darryl McMillon, Administrative Director, and Mr. Jaymes Parker, Program Director of the 180° Program gave an in depth presentation.

**Public Comment:**

None

**Board Comment:**

Ms. Merriweather asked about the student selection process. Mr. McMillon clarified that the focus of the program is to identify students that are operating beneath their potential. The school will select the students to participate. Mr. McMillon explained that the program has a web based interaction component. Ms. Merriweather asked about staff from the District working with the group. Superintendent Harter responded.

Mr. Medrano asked for clarification of the content of several slides. Superintendent Harter responded.

President Ramsey thanked the presenters.

**MOTION: Mr. Medrano moved approval of the 180° Program. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and President Ramsey voted yes, with no abstentions and with Mr. Thurmond absent. Motion carried 4-0-0-1.**

**D. High School Academic Performance Update: El Cerrito, Pinole Valley and Richmond High Schools**

President Ramsey talked about the procedure of the meeting. He asked Ms. Kronenberg to join the El Cerrito High focus group, Mr. Medrano to join the Richmond High focus group, Ms. Merriweather to join the Pinole Valley High focus group and Mr. Thurmond to join the group of his choice.

Mr. Thurmond said he is hopeful to listen to ideas. He asked the Board to keep in mind ways to ensure supporting students.

The school groups, Board members, central staff and the public discussed the challenges at each school for approximately one hour. At about 7:30 p.m., President Ramsey reconvened the general meeting to allow the individual schools to report out.

David Luongo, El Cerrito High Principal, shared that their group conversation focused on differentiated instruction and professional development. They would like to see more than two professional development days in the school year. Secondly, they would like to work as a staff with an emphasis around conversations related to race and how race directly impacts the school climate and achievement. They would like to come up with strategies to specifically address the needs of African American students and Special Education students with in-house support and training.

President Ramsey asked what would be the cost of a one day professional development. Mr. Luongo responded. Mr. Ramsey asked if it would be a goal to have a professional development day in May. Mr. Luongo responded affirmatively. President Ramsey asked about their second goal. Mr. Luongo spoke of continuing support with the S3 Grant funding, and the school wide restorative justice which will take more additional funding than they have in the S3 funding. Mr. Ramsey asked for a better idea of what would be addressed. Mr. Luongo stated that they would focus on student engagement, increasing enrollment of African American students in Advanced Placement classes, decreasing suspension and referral rates. President Ramsey suggested reaching out to other groups for additional support.

A student from El Cerrito spoke about her thoughts about the importance components of education.

Julio Franco, Richmond High Principal, introduced Mr. Kibby Kleiman, Assistant Principal. Mr. Kleiman shared the two items his group discussed. The first initiative would be student intervention starting early and often. They felt that by the time the student comes to high school they are already behind. The second initiative would be teacher support, training and enrichment. President Ramsey asked what it would involve. Mr. Kleiman responded that they would hope to build a bridge program for incoming freshmen, with opportunity for teachers to meet students prior to the beginning of the school year. President Ramsey asked Superintendent Harter to look into that concept.

Mr. Medrano said he was very supportive. He mentioned that a teacher shared information on a Math Circle program offered at Laney College that requires student transportation. Funding for transportation costs would be required.

Ms. Sue Khan, Pinole Valley Principal, shared two items from her group. The first item was funding for afterschool programs and the second item was class size reduction. Ms. Lambie shared the importance of the afterschool programs, how those programs help students achieve and keep them motivated.

**Public Comment:**

None

**Board Comment:**

Mr. Thurmond thanked all the participants saying they need to provide structure for the teams to go back and refine what was talked about. He said he would like to see all the schools come back with an actual plan.

Ms. Merriweather spoke about the need to prioritize their resources and thinks everyone is on the right track.

Ms. Kronenberg shared that she learned an enormous amount from El Cerrito High. She continued to speak about the academic needs and climate assessments. She said she would be willing to be part of the committee.

December 12, 2011

Mr. Medrano thanked all the parents that participated. He said he felt that the key is student intervention starting in middle school. He shared that a concerns of students at Richmond High was funds for fieldtrips to visit colleges. He said he was excited about the strategic intervention for ninth and tenth graders.

President Ramsey announced the dates of the next meetings for January 12 at Richmond High, February 9 at El Cerrito High and March 8 at Pinole Valley High. He thanked everyone who participated.

**E. ADJOURNMENT**

President Ramsey adjourned the meeting at 8:04PM.

BH:rc  
Min sp 12-12-11

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba *SG*  
Associate Superintendent Business Services

**Agenda Item:** CI C.1

**Subject:** Grants/Awards/Agreements

**Background Information:** Formal acceptance is requested from the Board of Education to accept the grants/awards/agreements, as detailed on the attached sheet dated January 4, 2012.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per grants summary

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_





WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba *SG*  
Associate Superintendent Business Services

**Agenda Item:** CI C.2

**Subject:** Acceptance of Donations

**Background Information:** The District has received donations as summarized on the attached sheet dated January 4, 2012. The estimated values for any non-cash donations (as indicated by an asterisk) are those provided by the donor. Staff recommends acceptance of these donations.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per donations summary.

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

West Contra Costa Unified School District  
 January 4, 2012 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Wells Fargo Community Support Campaign	Special Administrative Account	\$350.00	Hanna Ranch Elementary
PG&E Corporation Foundation	Special Administrative Account	\$202.00	Hanna Ranch Elementary
PG&E Corporation Foundation	Special Administrative Account	\$1,000.00	Hanna Ranch Elementary
Save Mart	Materials and Supplies	\$46.76	Lupine Hills Elementary
Lifetouch	Materials and Supplies	\$368.12	Lupine Hills Elementary
Ms. Virginia Kennedy	Supplies	\$100.00	Shannon Elementary
Ms. Carolyn A. Stoltzius	Close-Up Going to Washington	\$100.00	Kennedy High
Church of The Good Shepherd UMW	Close-Up Going to Washington	\$50.00	Kennedy High
Mr. H. Carey Thomas III	Track Field	\$150.00	Kennedy High
Mr. Andrew Friedrich	Baseball	\$500.00	Pinole Valley High
Mr. Jeffrey Bodwin	Football	\$1,000.00	Pinole Valley High
Mr. Robert Thompson	Supplies	\$350.00	State Pre-School

\*Estimated values for the non-cash donations are provided by the donor  
 Donation Précis 010412


WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba   
Associate Superintendent Business Services

**Agenda Item:** CI C.3

**Subject:** Approval of Fund-Raising Activities

**Background Information:** The planned fund-raising events for the 2011-12 school year are summarized on the attached sheet dated January 4, 2012.

**Recommendation:** Recommend Approval

**Fiscal Impact:** Additional revenue for schools

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
January 4, 2012 Board Meeting

APPROVAL OF FUND-RAISERS

<b><u>School</u></b>	<b><u>Fund-Raising Activity</u></b>	<b><u>Activity Sponsor</u></b>
Harding Elementary	Drive through See's Candies	Harding PTA
Kensington Elementary	The Scholastic Book Fair	Kensington PTA
Lupine Hills Elementary	Walk-A-Thon	Lupine Hills PTA
Mira Vista Elementary	Candy Grams- Holiday Lollipops	Student Council, 6-8 Gr. Teachers
El Cerrito High	Talent Show	Class of 2012

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba *SG*  
Associate Superintendent Business Services

**Agenda Item:** CI C.4

**Subject:** Summary of Payroll and Vendor Warrant Reports

**Background Information:** Attached are the summaries of Payroll & Vendor Warrants issued during the month of November.

Total of payroll warrants (November 2011):	\$ 8,896,239
Total of vendor warrants (November 2011):	\$30,673,716

**Recommendation:** Recommend approval of the payroll and vendor warrant reports

**Fiscal Impact:** As noted above

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

# West Contra Costa Unified School District

Month of : November 2011

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Variable	631727	632894	897,531	2,492,341	3,389,872
Regular	632895	633690	1,830,639	5,083,791	6,914,430
Special				38,590	38,590
Variable EFT	319387	320728	769,405	3,750,853	4,520,258
Regular EFT	320729	322910	6,284,003	15,977,286	22,261,289
Special EFT				0	0
Typed	297392	297405	17,504	92,966	110,470
BENEFITS				0	0
Cancelled	Various	Various	(5,311)	(41,210)	(46,521)
Totals			8,896,239	24,902,276	33,798,515

Salary detail is available in the Payroll office upon request.



Cheryl Lewis, Payroll Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2011-2012

PAYMENT  
DATE: November 2, 2011

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	444587	444839	4,476,437	27,908,588	32,385,025
7706	CAFETERIA	444601	444825	230,736	1,677,605	1,908,341
7707	CHILD DEVELOPMENT	444805	444805	2,610	52,617	55,227
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	444625	444660	5,250	475,667	480,917
7710	BUILDING	444598	444837	2,785,777	15,392,701	18,178,478
7711	CAPITAL FACILITIES				303,042	303,042
7712	SELF INSURANCE PROPERTY & LIABILITY	444710	444819	2,713	1,837,613	1,840,326
7713	STATE SCHOOL LEASE/PURCHASE					0
7714	COUNTY SCHOOL FACILITIES					0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY					0
7719	CHARTER SCHOOL					0
7725	MRAD					0
7728	DEBT SERVICE					0
7744	RETIREE BENEFITS	444614	444830	5,756	135,371	141,127
7770	ADULT EDUCATION	444627	444810	1,266	55,415	56,681
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				15,626,008	15,626,008
	TOTALS			7,510,545	63,467,027	70,977,572

*Christina Lewis*  
Prepared By

*T. Gaud*  
Accounting Supervisor



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2011-2012

PAYMENT  
DATE: November 9, 2011

PAGE-2

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	444841	445075	809,841	32,385,025	33,194,866
7706	CAFETERIA	444857	445062	196,407	1,908,341	2,104,748
7707	CHILD DEVELOPMENT				55,227	55,227
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	444912	445064	35,191	480,917	516,108
7710	BUILDING	444840	445076	2,989,316	18,178,478	21,167,794
7711	CAPITAL FACILITIES	444850	445027	14,124	303,042	317,166
7712	SELF INSURANCE PROPERTY & LIABILITY	444876	445042	652	1,840,326	1,840,978
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				141,127	141,127
7770	ADULT EDUCATION	444845	445065	6,668	56,681	63,349
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				15,626,008	15,626,008
	TOTALS			4,052,199	70,977,572	75,029,771

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2011-2012

PAYMENT  
DATE: November 16, 2011

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	445105	445177	972,956	33,194,866	34,167,822
7706	CAFETERIA	445120	445335	183,736	2,104,748	2,288,484
7707	CHILD DEVELOPMENT	445132	445328	550	55,227	55,777
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				516,108	516,108
7710	BUILDING	445104	445351	1,524,187	21,167,794	22,691,981
7711	CAPITAL FACILITIES	445322	445322	31,735	317,166	348,901
7712	SELF INSURANCE PROPERTY & LIABILITY	445308	445344	97,198	1,840,978	1,938,176
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				141,127	141,127
7770	ADULT EDUCATION	445180	445318	3,798	63,349	67,147
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				15,626,008	15,626,008
	TOTALS			2,814,160	75,029,771	77,843,931

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2011-2012

PAYMENT

PAGE-4

DATE: November 22, 2011

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	445354	445546	892,205	34,167,822	35,060,027
7706	CAFETERIA	445362	445540	3,188	2,288,484	2,291,672
7707	CHILD DEVELOPMENT	445433	445512	943	55,777	56,720
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				516,108	516,108
7710	BUILDING	445355	445547	6,802,960	22,691,981	29,494,941
7711	CAPITAL FACILITIES				348,901	348,901
7712	SELF INSURANCE PROPERTY & LIABILITY				1,938,176	1,938,176
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				141,127	141,127
7770	ADULT EDUCATION	445424	445508	783	67,147	67,930
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				15,626,008	15,626,008
	TOTALS			7,700,079	77,843,931	85,544,010

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2011-2012

PAYMENT

DATE: November 30, 2011

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	445608	445763	2,442,881	35,060,027	37,502,908
7706	CAFETERIA	445617	445741	139,944	2,291,672	2,431,616
7707	CHILD DEVELOPMENT	445654	445751	1,692	56,720	58,412
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				516,108	516,108
7710	BUILDING	445607	445760	316,709	29,494,941	29,811,650
7711	CAPITAL FACILITIES	445760	445760	6,487	348,901	355,388
7712	SELF INSURANCE PROPERTY & LIABILITY	445728	445728	131	1,938,176	1,938,307
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				141,127	141,127
7770	ADULT EDUCATION	445612	445737	1,645	67,930	69,575
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				15,626,008	15,626,008
	TOTALS			2,909,489	85,544,010	88,453,499

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2011-2012

PAYMENT  
DATE: November 10, 2011

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				37,502,908	37,502,908
7706	CAFETERIA				2,431,616	2,431,616
7707	CHILD DEVELOPMENT				58,412	58,412
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				516,108	516,108
7710	BUILDING				29,811,650	29,811,650
7711	CAPITAL FACILITIES				355,388	355,388
7712	SELF INSURANCE PROPERTY & LIABILITY				1,938,307	1,938,307
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				141,127	141,127
7770	ADULT EDUCATION				69,575	69,575
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING	445077	445103	1,023,599	15,626,008	16,649,607
	TOTALS			1,023,599	88,453,499	89,477,098

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2011-2012

PAYMENT  
DATE: November 30, 2011

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				37,502,908	37,502,908
7706	CAFETERIA				2,431,616	2,431,616
7707	CHILD DEVELOPMENT				58,412	58,412
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				516,108	516,108
7710	BUILDING				29,811,650	29,811,650
7711	CAPITAL FACILITIES				355,388	355,388
7712	SELF INSURANCE PROPERTY & LIABILITY				1,938,307	1,938,307
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				141,127	141,127
7770	ADULT EDUCATION				69,575	69,575
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING	445548	445606	4,663,645	16,649,607	21,313,252
	TOTALS			4,663,645	89,477,098	94,140,743

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba *SG*  
Associate Superintendent Business Services

**Agenda Item:** CI C.5

**Subject:** Contracted Services

**Background Information:** Permission is requested of the Board of Education to approve the following contracts for services as detailed on the attached sheets dated December 7, 2011.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per contracts summary

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
January 4, 2012 Board Meeting

CONTRACTED SERVICES

The following professional consultant services are recommended for approval.

---

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST &amp; FUNDING</u>	<u>PURPOSE</u>
K-12 Operations	1/4/12 Thru 6/30/15	School Innovations and Advocacy Inc.	\$455,000 - General Fund & Mandated Costs Reimbursement	Access to online attendance reports based on site comparisons, national studies and comparative trend analysis. Prepare attendance management and analysis reports. Provide access to a web based software system that produces initial notification of truancy letters to parents or guardians of each applicable pupil. Prepare and distribute, by U.S. mail, all initial Notification of Truancy ("Truancy Letters") to each applicable pupil's parents or guardians, as required under the Education Code Section 48260.5 and/or consistent with district policy.  A portion of these services are reimbursable through state mandated cost program. This program effort is also designed to improve student attendance.



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba   
Associate Superintendent Business Services

**Agenda Item:** CI C.6

**Subject:** Notice of Completions: Bid J068299 Hanna Ranch Elementary School Roof Repairs Phase I, Bid J068270 Portola Middle School Temp Campus Site Work.

**Background Information:**

Substantial completion notices has been received for: Bid J068299 and Bid J068270.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractor:

Kings Roofing, Bid J068299 Hanna Ranch Elementary School Roof Repairs Phase I  
Ray's Electric, Bid J068270 Portola Middle School Temp Campus Site Work

**Recommendation:** Recommend approval of these notices of completion.

**Fiscal Impact:** None.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on 1/4/12.
5. The work done was: Project J068299 Hanna Ranch Elementary Roof Repairs
6. The name and address of the contractor for such work of improvement was Kings Roofing 520 So. 3<sup>rd</sup> Street Patterson, CA 95363 Date of Contract: 7/29/11
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: First National Insurance Company of America
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Hanna Ranch Elementary School 2480 Refugio Valley Road, Hercules, CA 94547.

Dated: January 4, 2012

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

### VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on January 4, 2012, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on 1/4/12.
5. The work done was: Project J068270 Portola Middle school Temp Campus Site Work
6. The name and address of the contractor for such work of improvement was Ray's Electric 411 Pendleton Way, Suite B Oakland, CA 94621 Date of Contract: 3/11/11
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: First National Insurance Company of America
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Portola Middle School 1021 Navellier Street El Cerrito, CA 94530.

Dated: January 4, 2012

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

## VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on January 4, 2012, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education

**Date:** January 4, 2012

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI C.7

**Subject:** Notification of Claims Rejected

**Background Information:** The District has received a claim requesting compensation for personal loss. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized claim rejection.

**Recommendation:** Ratify the rejection of claim

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
January 4, 2012

20011-2012 CLAIM REJECTED

<u>School or Department</u>	<u>Date of Occurrence</u>	<u>Claimant</u>	<u>Type of Loss</u>	<u>Disposition of Settlement</u>
Dover Elementary	8/12/11	Dora Standridge	Personal Loss	Rejected

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION—BOARD OF EDUCATION**

**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Ann Reinlagen,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.8

**Subject:** Certificated Board Authorization - Education Code 44285.3

**Background Information:**

Ed Code 44285.3 allows the Governing Board of a school district to authorize the holder of a multiple subject, standard elementary, single subject or standard secondary, credential with his or her consent, to teach departmental classes in grades K-12 provided the teacher has adequate knowledge of subject matter.

**Recommendation:** Recommend Approval

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**January 4, 2012**

**Waivers**

<b><u>Name</u></b>	<b><u>Site</u></b>	<b><u>Assignment</u></b>
Lopez, Maribel	Dover Elementary School	Kindergarten - Bilingual

Definition: Variable term waivers provide applicants with additional time to complete the requirements for the credential that authorizes the service or provide employing agencies with time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the assignment options. (Assignment pending fingerprint clearance when applicable)

**Consent**

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION—BOARD OF EDUCATION**

**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Ann Reinhausen,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.9

**Subject:** Routine Personnel Changes - Certificated

**Background Information:**

Routine personnel changes include actions to hire, promote, or terminate certificated employees in accord with appropriate laws, established policies and procedures.

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**

January 4, 2012

FOR INFORMATION ONLY

**CERTIFICATED BOARD  
CHANGES****NEW HIRE/RE HIRE/TRANSFER**

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Roland	Wall	DeAnza	English SEI	New Hire	10/24/2011
Mario	Alvarez	Kennedy	Counselor	New Hire	1/3/2012

**TERMINATED/RETIRED**

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>TERM DATE</u>
Saveth	Soun	Academic Intervention	Instructional Support, Reading and Intervention Coach	Deceased	10/26/2011
Nyanda Cha-Cha	Cristine	Middle College	Teacher	Resigned	11/1/2011
Lee	Nancy	Lupine	Teacher	Retired	11/3/2011
Dieden	Conchita	DAHS	Teacher	Resigned	11/30/2011
Dresnick	Diane	Valley View	Teacher	Retired	12/16/2011
Good	Robert Delaine	KHS	Teacher	Resigned	1/13/2012
Burgess	Jacqueline	ECHS	Teacher	Retired	1/20/2012

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION—BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Ann Reinlagen,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.10

**Subject:** Routine Personnel Changes – Classified

**Background Information:**

Routine personnel changes include actions to hire, promote, or terminate classified employees in accord with appropriate laws, established policies and procedures.

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**

November 1, 2011 through November 30, 2011

**FOR INFORMATION ONLY**

**Classified Personnel Changes**

NEW HIRE			
ENOS, BRYAN R	FOOD PRODUCTION SPV.	CENTRAL KITCHEN	11/21/2011
MULLER, LARRY D.	ELECTRICIAN	MAINTENANCE DISTRICTWIDE	11/15/2011
PARASIDIS, DANIELA C.M.	DIRECTOR	FISCAL SERVICES	11/1/2011

PROMOTION			
AGUILAR, SANTINO P	ATTENDANCY ENROLLMENT TE	TECHNOLOGY - OPERATIONAL	11/1/2011
ALMONTE, SERGIO A	GRADUATE TUTOR	CAESAR CHAVEZ	11/22/2011
BAKER, JORDAN ANTHONY	CUSTODIAN	PINOLE MIDDLE	11/21/2011
COLEMAN, CARL MARTIN	INST AIDE	VERDE	11/1/2011
COWAN, TIFFANY KATHERINE	TYPIST CLERK I	SHANNON	11/30/2011
FORMICA, JULIE DANIELLE	GRADUATE TUTOR	HANNA RANCH	11/14/2011
GERAN, JO ANN	POT WASHER - FOOD SERVICE	CENTRAL KITCHEN	11/21/2011
GONZALEZ, IRENE	FOOD SERVICE AIDE	NYSTROM	11/7/2011
GUEVARA, ANA	GENERAL CLERK	FISCAL SERVICES CENTRAL OFF	11/21/2011
HERNANDEZ JR, ALFRED E	CUSTODIAN	KENSINGTON	11/16/2011
HOSKIN, ERWIN	CAMPUS SECURITY OFFICER I	DE ANZA HIGH	11/22/2011
ILILILI, NERINA	GRADUATE TUTOR	VERDE	11/7/2011
JACKSON SR, RAEPHEL PHILL	INST ASSISTANT SP ED	KENNEDY HIGH	11/22/2011
JACKSON, ANGELA YVETTE	ASST TRUANCY PREVENTION	ED SVC ELEM/SEC ASSOC SUPT	11/7/2011
LA RITA, AUDIE S	GARDENER OPERATOR	GROUPS DISTRICTWIDE	11/8/2011
PELAYO, FELIX	UTILITY WORKER	CENTRAL KITCHEN	11/15/2011
ROBINSON, DARRYL J	CAMPUS SECURITY OFFICER II	RICHMOND HIGH	11/28/2011
ROCHA VARGAS, LUIS DAVID	FOOD SERVICE AIDE	NYSTROM	11/30/2011
RODRIGUEZ, APRIL	INST ASSISTANT SP ED	ELLERHORST	11/1/2011
SCOTT, RAYNELDA	GRADUATE TUTOR	SHELDON	11/8/2011
TAYLOR, SHARREE NICOLE	GRADUATE TUTOR	KING	11/28/2011
TRACHEN, MOHAMMED	GRADUATE TUTOR	VERDE	11/7/2011
VIDA JR, SERAFIN JESUS	CUSTODIAN	PINOLE MIDDLE	11/7/2011
YOUNG, KEYANA T	SCHOOL LUNCH WORKER I	HERCULES HIGH	11/16/2011

TERMINATIONS			
GARCIA, JESUS	CUSTODIAN	KENNEDY HIGH	11/17/2011
MANGLE, REBECCA	CLS SUPP AIDE	STEWART	11/4/2011
WILLIAMS, JENNIFER	INST AIDE	OLINDA	11/18/2011

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bruce Harter, Superintendent **Agenda Item:** CI C.11  
**Subject:** Approval of Board Members Attending 2012 Conferences

**Background Information:**

Board Bylaw 9250 stipulates members of the board shall be reimbursed for allowable expenses incurred in attending any meetings or in making any trips on official business of the school district when so authorized in advance by the Board of Education. (Education Code 35044). Board members have expressed interest in attending several conferences in the upcoming months. The conferences include:

- National Association of Latino Educators and Appointed Officials Conference, Washington, DC, February 2012
- California Association of Bilingual Educators Annual Conference, Sacramento, March 2012
- National School Boards Association Annual Conference, Boston, April 2012
- National Council on Educating Black Children Annual Conference, Kansas City, April 2012

Expenses will include registration, travel, food and lodging. Funds for Board travel and conference are budgeted and there is sufficient funding within that budget.

**Recommendation:**

That the Board authorizes attendance to 2012 conferences.

**Fiscal Impact:** General Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bill Fay **Agenda Item:** CI C.12  
**Subject:** Ratification and Approval of Engineering Services Contracts

**Background Information:**

Contracts have been initiated by staff using previously qualified consulting, engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

**Recommendation:** Ratify and approve contracts as noted.

**Fiscal Impact:** Total for this action: **\$354,166.** Funding sources as noted

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
FACILITIES PLANNING AND CONSTRUCTION**

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
Hercules Middle/ High School  Measure J Bond	January 2012 thru October 2012	Optony	\$25,500	Commissioning service for photo- voltaic system.
Pinole Valley High School Campus Replacement  Measure D-2010 Bond	December 2011 thru March 2012	Fehr & Peers	\$28,100	.Additional planning and design services for traffic and parking requirements related to new campus.
Lupine Hills Elementary School Window, Exterior Wall Repair  Measure J Bond	December 2011 thru March 2012	W. J. Robinson & Associates	\$17,035	Additional construction administration and closeout services for revised bid and contract schedule.
Wilson Elementary School Campus Replacement  Measure D-2010 Bond	January 2011 thru March 2012	K. .C.Pierce & Associates	\$25,840	Surveying and mapping services for use in the design documents for the project.
Pinole Middle School Fields Project  Measure J Bond	January 2012 thru June 2012	Powell & Partners	\$37,550	Additional design services to revise restroom/ maintenance building.
Restroom Wall Finishes Repair Project – Kensington Elementary School  Measure J Bond	January 2012 thru March 2012	HY Architects	\$16,851	Design services for construction documents and construction administration.
Kennedy High School Quad Renovations  Measure J Bond	January 2012 thru September 2012	Smith-Emery	\$15,000	Testing and inspection services.

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
FACILITIES PLANNING AND CONSTRUCTION**

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
Portola Middle School @ Castro Modernization  Measure J Bond	January 2012 thru April 2012	HY Architects	\$39,020	Additional design services to relocate CCS facilities to portable units located on Downer campus.
Kennedy High School Field Lights & Concession Building  Measure J Bond	November 2011 thru February 2012	Smith-Emery	\$20,000	Testing and inspection services.
Kennedy High School ADA Upgrade Project  Measure J Bond	November 2011 thru February 2012	Smith-Emery	\$15,000	Testing and inspection services.
El Cerrito High School Practice Fields  Measure J Bond	October 2011 thru December 2011	Smith-Emery	\$20,000	Testing and inspection services.
Nystrom Elementary School Temporary Campus  Measure J Bond	January 2012 thru April 2012	Interactive Resources	\$26,630	Additional design services to add one portable unit at the Leadership PS temporary campus.
Portola Middle School @ Castro Modernization  Measure J Bond	January 2012 thru March 2012	HY Architects	\$26,870	Additional design services to revise driveways, ADA ramps, and associated amenities.

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
FACILITIES PLANNING AND CONSTRUCTION**

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
Portola Middle School @ Castro Modernization  Measure J Bond	December 2011 thru January 2012	MacNair & Associates	\$1,350	Arborist services to represent status of trees to be removed at Castro site in conformance with EIR mitigation measures.
Restroom Wall Finishes Repair Projects – Murphy Elementary, Sheldon Elementary, Mira Vista Elementary Schools  Measure J Bond	December 2011 thru April 2011	AE3 Partners	\$31,420	Additional Architectural and engineering services for construction documents and construction administration
Nystrom Elementary School Multipurpose Building Project  Measure J Bond	December 2011 thru February 2012	Interactive Resources	\$8,000	Additional contract administration services due to extended construction schedule.



West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bill Fay **Agenda Item:** CI C.13  
Associate Superintendent for Operations  
**Subject:** Ratification and Approval of Negotiated Change Orders

**Background information:**

Staff is seeking ratification of change orders on the following current District construction projects: Madera Elementary School Site Work for Portables, Kennedy High School Concession Stand and Lights, and El Cerrito High School Multi-Purpose Sport Field. Change orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted change order for the Kennedy High School Concession Stand and Lights and El Cerrito High School Multi-Purpose Sport Field projects are required by the Board, with special findings as noted below, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code Section 20118.4, the Board, by approving and ratifying these change orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

**Recommendation:** Ratify negotiated change orders as noted.

**Fiscal Impact:** Total ratification and approval by this action: **\$99,825.14**

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**January 4, 2012 Change Order Ratification Summary**

	Project	Company	Original Contract	Previously Approved CO's	Items Pending Board Action		Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
					CO's Pending Ratification	CO's Pending Approval				
1	Madera ES Site Work for Portables	AM Woo Construction	\$149,000.00	\$0.00	-\$7,853.59	\$0.00	-\$7,853.59	-5.27%	\$141,146.41	1
2	Kennedy HS Concession Stand and Lights	B-Side Construction	\$990,000.00	\$88,797.78	\$10,202.22	\$19,369.79	\$118,369.79	11.96%	\$1,108,369.79	3
3	El Cerrito HS Multi-Use Sports Fields	Michael Paul Company, Inc.	\$3,749,000.00	\$333,924.91	\$40,975.09	\$37,131.63	\$412,031.63	10.99%	\$4,161,031.63	5

Pending Board Actions	Ratifications	\$43,323.72
	Approvals	\$56,501.42
	<b>Total Board Action</b>	<b>\$99,825.14</b>

Note: the proposed Board action is to ratify all change orders below ten percent (10%) of the contract value; the change order amounts pending Board approval is the portion of the change order(s) above 10%.

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bill Fay **Agenda Item:** CI C.14  
Associate Superintendent for Operations  
**Subject:** Joint Use Agreement between the District and the City of El Cerrito for the use of Recreational Facilities for Portola Middle School

**Background Information:**

The District is in need to continue the use of the Cerrito Vista Park Recreational Facilities for Portola Middle School students and staff members for physical fitness programs throughout the school year. The City of El Cerrito has agreed to allow the District to use the park facility on a temporary basis until the completion of the construction of the new school site.

The proposed agreement with the City of El Cerrito provides for a legal framework to allow the use of the Park facilities. The agreement is attached and has been reviewed by District's legal counsel. It is being concurrently reviewed and approved by the City of El Cerrito. This agreement was approved by the Facility Subcommittee on December 13, 2011.

**Recommendation:** Approve the use Agreement with City of El Cerrito.

**Fiscal Impact:** Project will be funded from the Measure D 2010 Bond, \$10,000.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**USE AGREEMENT  
BETWEEN THE CITY OF EL CERRITO AND  
THE WEST CONTRA COSTA COUNTY SCHOOL DISTRICT  
CONCERNING USE OF RECREATIONAL FACILITIES FOR PORTOLA MIDDLE SCHOOL**

This USE AGREEMENT, is hereby made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2011 ("Effective Date") by and between the City of El Cerrito, a California municipal corporation ("City"), and the West Contra Costa Unified School District, a California public school district ("WCCUSD"). The City and WCCUSD are referred to herein as the "Parties."

**RECITALS**

**WHEREAS**, the City owns, operates and maintains the following facilities located within the City: Cerrito Vista Park Ball Field (located at 950 Pomona Avenue), Cerrito Vista Tennis Courts (located at 950 Pomona Avenue), Cerrito Vista Volleyball Court (located at 950 Pomona Avenue), El Cerrito Community Center (located at 7007 Moeser Lane), and El Cerrito Swim Center (located at 7007 Moeser Lane) (together, the "Facilities"); and

**WHEREAS**, WCCUSD has temporarily relocated Portola Middle School ("Portola") to the lower pad of the school site located at 1021 Navellier Street within the City (the "Site"); and

**WHEREAS**, the Site lacks recreation facilities typically found on a comprehensive middle school site; and

**WHEREAS**, WCCUSD seeks recreation facilities for physical fitness classes throughout the school year; and

**WHEREAS**, WCCUSD seeks to use City Facilities for Portola students and staff members for physical fitness programs throughout the school year; and

**WHEREAS**, the parties agree that the desired use of City Facilities by WCCUSD for Portola Middle School is beyond the scope of the "Joint Use Facilities Agreement" dated June 28, 2006; and

**WHEREAS**, Education Code section 10900 *et seq.* authorizes cities and public school districts to cooperate with one another for the purpose of authorizing, promoting and conducting programs of public services which will contribute to the attainment of general recreational and educational objectives; and

**WHEREAS**, the City seeks to facilitate recreational programs for the Portola community by sharing use of the Facilities; and

**WHEREAS**, the Parties entered into a substantially similar agreement for the last school year;

**NOW, THEREFORE**, City and WCCUSD agree as follows:

1. Right to Use. City hereby agrees to provide WCCUSD with nonexclusive use the Facilities pursuant to the conditions and restrictions contained within this Agreement. The City reserves the right to maintain and control the Facilities without limitation. The City reserves all other rights in the Facilities that do not conflict with this Agreement.

2. Term. The initial term of this Agreement shall consist of one (1) school year commencing on August 23, 2011 and concluding on June 8, 2012, unless terminated earlier in accordance with this Agreement.

3. Use of Facilities. It is understood and agreed that WCCUSD may use the Facilities for physical education classes, sports practices, and other school related events during regular school hours and after school. Written approval is required by the Community Services Rental Coordinator pursuant to the scheduling provisions in Section 6 of this Agreement. WCCUSD shall not use or permit others to use the Facilities for any other purpose without the prior written consent of the City Manager.

4. Prohibited Use of Facilities.

4.1 No Waste or Unlawful Activity. WCCUSD shall not commit, suffer, or permit the commission by others of: (i) any waste or nuisance of the Facilities, (ii) any action or use on the Facilities which interferes or conflicts with the use of the Facilities by City or any authorized person; or (iii) any action on the Facilities in violation of any laws, regulations, or ordinances.

4.2 No Alterations. WCCUSD shall not allow or cause any alterations, additions or improvements to or of the Facilities, or any part thereof, without the prior written consent of the City Manager.

4.3 No Hazardous Materials. No goods, merchandise, or material shall be kept, stored, generated, produced, disposed or transported to or from, used or sold in or on the Facilities which constitute Hazardous Materials, and no offensive or dangerous trade, business, or occupation shall be carried on therein or thereon. No machinery or apparatus shall be used or operated on the Facilities which will in any way injure said Facilities, or improvements thereon. For purposes of this Agreement, "Hazardous Materials" are defined as, but shall not be limited to: flammable explosives, asbestos, radioactive materials, hazardous waste, toxic substances or related injurious materials, whether injurious by themselves or in combination with other materials, substances defined as "hazardous substances," "hazardous materials," or "toxic substances," in the Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended, 42 U.S.C. Section 9601, *et seq.*; the Resource Conservation and Recovery Act, 42 U.S.C. Section 6901 *et seq.*; and those substances defined as "hazardous waste" in Section 25316 of the California Health and Safety Code; and in the regulations adopted and publications promulgated pursuant to said laws. WCCUSD acknowledges that WCCUSD is not looking to or relying upon City to disclose any matters which City might be required to disclose under California Health & Safety Code Section 25359.7 and that all such matters have been investigated by WCCUSD to WCCUSD's satisfaction.

5. Maintenance and Repair.

5.1 City Responsibilities. City is responsible for overall cleaning and maintenance work at the Facilities.

5.2 WCCUSD Responsibilities. WCCUSD is responsible for exercising reasonable care of the Facilities and agrees to leave the Facilities in a clean condition that is ready for use by the City. WCCUSD is responsible for damage caused by WCCUSD use and programs, and must repair damage or replace equipment as reasonably determined by the City. WCCUSD agrees to submit reports to the City upon discovery of any unusual conditions.

5.3 Inspection. City shall be permitted to enter and inspect the Facilities at any and all times without notice to WCCUSD.

5.4 Capital Improvements. The Parties anticipate entering into a separate agreement for any capital improvements deemed necessary as a result of this Agreement. Parties agree to negotiate in good faith to determine whether and how much WCCUSD will contribute to capital improvements including but not limited to a new field at the Cerrito Vista Park Ball Field, a new floor at the El Cerrito Community Center, and upgrades to the Skylight and Garden Rooms.

6. Scheduling.

6.1 Request. WCCUSD will provide any scheduling requests to the City at least three (3) business days in advance of the first requested date by providing the Facility Reservation Application Form included as Attachment A hereto to the Community Services Rental Coordinator at the El Cerrito Community Center. Requests for the Swim Center require fifteen (15) business days.

6.2 Approval. The Community Services Rental Coordinator will be responsible for verifying availability of Facilities prior to approving use. The Community Services Rental Coordinator will provide written approval of the request within two (2) business days of receipt of the request. Requests for the Swim Center will be approved within fourteen (14) business days providing no existing conflicts.

6.3 Status Updates. WCCUSD shall send the City a calendar of all scheduled activities at the Facilities. WCCUSD shall also keep the City informed of all activities with potential traffic impacts, and all scheduling changes.

6.4 Cancellation. City shall make a good faith effort to provide WCCUSD with at least fourteen (14) calendar days notice to cancel an approved use of Facilities. WCCUSD shall make a good faith effort to provide City with at least five (5) calendar days notice to cancel an approved use of Facilities.

7. Fees and Billing.

7.1 General Fees. WCCUSD shall pay the City the sum of Sixteen Dollars and Fifty Cents (\$16.50) per student per school year.

7.2 Hourly Fees. WCCUSD shall pay the City the following amounts per hour, which are subject to increase per changes to the City Master Fee Schedule:

Social Hall (El Cerrito Community Center)	\$40
Skylight Room (El Cerrito Community Center)	\$24
Garden Room (El Cerrito Community Center)	\$24
Cerrito Vista Field (Cerrito Vista Park)	\$24
Tennis Courts (Cerrito Tennis Courts)	\$5.50 per court
Small Pool (El Cerrito Swim Center)	\$50 (includes 2 certified lifeguards)
Additional Lifeguards	\$20
Volleyball Court (Cerrito Vista Volleyball Court)	\$24
Grass Ball Fields (Cerrito Vista Park)	\$24
Hard Ball Field (Cerrito Vista Park)	\$48
Late Payment Fee	15%

7.3 Equipment Costs. If WCCUSD damages any City equipment, it must replace the equipment with an item reasonably approved by City. If WCCUSD wishes to use any equipment beyond what is provided by the City, it must purchase and provide that equipment.

7.4 Billing. City shall submit invoices once per month during the term of this Agreement. The invoices will include the beginning and ending dates of the billing period as well as an itemized list of each use of the Facilities and associated charges. WCCUSD shall make monthly payments based on invoices received. Payment must be made within thirty (30) days of receipt of an invoice. Late payments will be subject to a 15% fee.

8. Equipment and Storage. WCCUSD may not store any equipment at the Facilities. City retains the right to prohibit certain equipment within the Facilities upon prior written notice to WCCUSD.

9. Staffing, Supervision, and Security.

9.1 General. WCCUSD shall be responsible for providing sufficient staff to supervise and be responsible for all WCCUSD programs, participants and security of the Facilities during WCCUSD use. Should City determine, at its sole discretion, that WCCUSD is not adequately supervising and controlling its students, City may take any of the following actions, in City's sole discretion:

- a. Immediately terminate this Agreement.
- b. Require WCCUSD to provide, at its expense, a City Park Supervisor to provide additional supervision of its use of the Facilities. City Park Supervisor wages are estimated to be \$20 per hour.
- c. Increase Hourly Fees by no more than 20%.

City may make such determination based on complaints of other users and/or on City staff observation.

9.2 Lifeguards. During WCCUSD's use of the Swim Center, City shall provide Red Cross two (2) certified lifeguards at least 18 years of age. If WCCUSD requires more than two (2) lifeguards, it must notify the City in writing and pay the fees listed in Section 7. If City determines more than two lifeguards are required for desired WCCUSD use, they shall be assigned as appropriate and WCCUSD shall pay the fees listed in Section 7.

9.3 Access to Facilities. City will provide three (3) bathroom keys for Portola's use at Cerrito Vista Park; additional key will be subject to the fee schedule above. City shall ensure that all other Facilities approved for use are unlocked, and City will also ensure that Facilities are locked after the use. Except for the Cerrito Vista Park restrooms, WCCUSD will not receive keys.

9.4 Notification of Hazards or Injuries. WCCUSD shall immediately notify the City of hazards and injuries occurring at the Facilities.

9.5 Volunteers. For any work performed by volunteers, all volunteers shall sign hold-harmless forms approved by the City and return those forms to the City prior to the commencement of volunteer work.

10. Compliance with Laws. WCCUSD has represented to the City and hereby warrants that WCCUSD has complied with all laws applicable to the acceptance and use of the Facilities. WCCUSD shall observe and comply at all times with all applicable federal, state, county and city statutes and ordinances, rules, regulations, directives, and orders of governmental agencies now in force or which may hereinafter be in force relating to or affecting the use of the Facilities.

11. Risk Management.

11.1 Meet and Confer. City and WCCUSD shall meet on a quarterly basis, at mutually agreed upon dates and times, to discuss and resolve potential issues and problems pursuant to this Agreement.

11.2 Documentation of Incidents. As provided in Section 9.4, WCCUSD shall immediately notify the City of hazards and injuries occurring at the Facilities. Additionally, City and WCCUSD shall each document incidents involving injuries, including copies of El Cerrito Police Department police reports, and submit such documents to the other party at the earliest of three (3) business days after the incident or as soon as the notified party gains knowledge of such an incident.

12. Assignment. The rights herein granted are personal to WCCUSD and shall not be assigned, sublet, or otherwise transferred in whole or in part without the prior written consent of City, and any attempt to assign, sublet or transfer shall be of no force or effect whatsoever unless and until City shall have given its written consent thereto. City may withhold its consent for any reason.



13. Provisions are Condition of Use. Each provision of this Agreement shall be deemed a condition of the right of WCCUSD to use the Facilities. Notwithstanding anything stated to the contrary herein, if WCCUSD fails to perform any provision of this Agreement at the time and in the manner herein provided, City may, at its own option, immediately terminate this Agreement pursuant to Section 21. The City's right to terminate shall be cumulative to any other legal right or remedy available to City.

14. WCCUSD No Agent. WCCUSD, its officers, agents, employees, and volunteers shall act in an independent capacity and shall not represent themselves whatsoever as an agent of the City. WCCUSD shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

15. Not a Lease. This Agreement does not constitute a lease, but constitutes a use agreement and WCCUSD is limited to the use of the Facilities expressly and specifically described above. WCCUSD shall have no right or privilege in any respect whatsoever to use any other part of the property of City for any purpose whatsoever.

16. No Waiver of Enforcement. The City's failure to enforce any Section of this Agreement or the waiver thereof in a particular instance shall not be construed as a general waiver of any part of such Section. The Section shall remain in full force and effect.

17. Relationship. The parties do not intend by this Agreement to create a partnership, joint venture, joint enterprise, or any business relationship.

18. Notice. Except as otherwise specified in this Agreement, all notices to be sent pursuant to this Agreement shall be made in writing, and sent to the City and WCCUSD at their respective addresses specified below or to such other addresses as a Party may designate by written notice delivered to the other Party.

	City	WCCUSD
For all issues	Scott Hanin City Manager 10890 San Pablo Ave El Cerrito, CA 94530 (510) 215-4301	_____ _____ _____

19. Indemnification.

To the extent permitted by law, WCCUSD shall indemnify, defend, and hold the City, its officers, employees, agents, and volunteers harmless from and against any and all liability, loss, damage, causes of action arising out of any personal injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, expense, costs (including without limitation the costs and fees of litigation) of every nature arising out of or connected with the performance of WCCUSD, its officers, employees, agents, and volunteers, under this Agreement,

except for any such claim that is the result of the sole negligence or willful misconduct of City, its officers, employees, agents, or volunteers. It is understood that the duty of WCCUSD to indemnify and hold harmless includes the duty to defend as set forth in California Civil Code Section 2778. Acceptance of any insurance certificates and endorsements required under the Agreement does not relieve WCCUSD from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or not insurance policies have been determined to be applicable to any of such damages or claims for damages.

To the extent permitted by law, City shall indemnify, defend, and hold WCCUSD, its officers, employees, agents, and volunteers harmless from and against any and all liability, loss, damage, causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, expense costs (including without limitation the costs and fees of litigation) of every nature arising out of or connected with the performance of City, its officers, employees, agents, and volunteers, under this Agreement, except for any such claim that is the result of the sole negligence or willful misconduct of WCCUSD, its officers, employees, agents, or volunteers. It is understood that the duty of City to indemnify and hold harmless includes the duty to defend as set forth in California Civil Code Section 2778. Acceptance of any insurance certificates and endorsements required under this Agreement does not relieve City from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or not insurance policies have been determined to be applicable to any of such damages or claims for damages.

20. Insurance.

WCCUSD shall provide, at its own expense, and shall maintain in force during the terms of this agreement, Public Liability Insurance in the sum of \$15,000,000 for injury to or death of any one person, with a General Aggregate of \$5,000,000; Personal Injury Insurance in the sum of \$5,000,000; Fire Damage Insurance on the building and contents, Workers Compensation Insurance as required under the law for all employees; and Property Damage and Products Liability Insurance in the sum of \$1,000,000. The policy or policies of liability insurance shall contain the following special endorsement:

- (a) The City of El Cerrito, its officers, employees, and servants are included as additional insured but only insofar as operations under this Agreement are concerned;
- (b) The insurer will not cancel or reduce the insured's coverage without thirty (30) days prior written notice to City;
- (c) City will not be responsible for payment of premiums or assessments on the policy.

No cancellation provision in any insurance policy shall be construed in derogation of the continuous duty of the WCCUSD to furnish insurance during the terms of this agreement. Said policy shall be underwritten to the satisfaction of the City by insurer acceptable to the City. A signed and completed certificate of insurance, with all endorsements required by this paragraph, shall be submitted to City prior to the commencement of activities. At least thirty (30) days prior to the expiration of any such policy, a signed and completed certificate of insurance, showing that such insurance coverage has been renewed or extended, shall be filed with the City.

21. Termination of Agreement. Either Party may elect to terminate this Agreement, with or without cause or penalty, by providing thirty (30) calendar days' written notice. WCCUSD shall pay any fees, charges, or other costs outstanding at the time of cancellation.

22. Amendment. This Agreement may be amended only by a written instrument executed by both Parties.

23. Governing Law; Venue. This Agreement shall be enforced and interpreted under the laws of the State of California and the City of El Cerrito. Any action arising from or brought in connection with this Agreement shall be venued in a court of competent jurisdiction in the County of Contra Costa, State of California.

24. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

25. Entire Agreement. This Agreement, including the exhibits attached hereto and incorporated herein, constitutes the entire agreement between the Parties and supersedes by all prior agreements or understandings, oral or written, between the Parties in this regard.

(Signatures on following page)

In witness whereof, the Parties hereby have executed this Agreement on the Effective Date first written above.

**CITY**, the City of El Cerrito,

**WCCUSD**, the West Contra Costa Unified School District,

\_\_\_\_\_  
By: Scott Hanin  
Its: City Manager

\_\_\_\_\_  
By:  
Its: Superintendent of Schools

ATTEST:

ATTEST:

\_\_\_\_\_  
By: Cheryl Morse  
By: City Clerk

\_\_\_\_\_  
By:  
Its:

APPROVED AS TO FORM:

APPROVED AS TO FORM:

\_\_\_\_\_  
By: Sky Woodruff  
Its: City Attorney

\_\_\_\_\_  
By:  
Its:

1712542.1

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 4, 2012

**From:** Bill Fay **Agenda Item:** CI C.15  
Associate Superintendent for Operations

**Subject:** Nystrom Elementary School Temporary Campus Modularity Award of Contract

**Background Information:**

The first phase of the reconstruction of Nystrom Elementary School is the construction of a temporary campus to house the school during construction. Interactive Resources has prepared plans and specifications for the Nystrom Elementary School Temporary Campus Project. The work includes delivering and setting up modular units and ramps for the project.

The District engaged in a public bid process for the project. Bids were opened on December 19, 2011. Two contractors submitted bids. They are as follows: Mobile Modular, \$637,288; and WM Scotsman, \$889,662. The apparent lowest bidder is Mobile Modular.

**Recommendation:** Award contract to the lowest responsive, responsible bidder upon the expiration of the protest period.

**Fiscal Impact:** Total for this action: **\$637,288**. Measure J Bond.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bill Fay **Agenda Item:** CI C.16  
Associate Superintendent for Operations  
**Subject:** Pinole Middle School Interim Housing Demolition Project

**Background Information:**

The Pinole Middle School Interim Housing Demolition Project consists of demolishing the portables, including ramps, stairs, landing with handrails, foundation and utility connections, shutting off and capping water, gas and sewer lines, removing and relocating utilities, and constructing a new temporary fence and gate at Pinole Middle School.

The District engaged in a public bid process for the project. Bids were opened on November 29, 2011. Six contractors submitted bids. They are as follows: Thomas D. Eychner, \$155,000; Kin Woo Construction, \$189,000; Abestos Management Group, \$199,875; ERA Construction, \$212,000; CF Contracting, \$218,000; and S&H Construction, \$229,500. The apparent lowest bidder is Thomas D. Eychner.

**Recommendation:** Award contract to the lowest responsive, responsible bidder.

**Fiscal Impact:** \$155,000. Funded by the Measure J Bond.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bill Fay **Agenda Item:** CI C.17  
Associate Superintendent for Operations  
**Subject:** Richmond High School Fiber Optics Project

**Background Information:**

The Richmond High School Fiber Optics Project consists of installing fiber optic cable and conduits, including installing cable from the Administration Office to the Art Room, Music Room and portable classroom on the south east corner of the man campus , as specified in the contract documents specification and drawings.

The District engaged in a public bid process for the project. Bids were opened on September 22, 2011. Three contractors submitted bids. They are as follows: Nema Construction, \$48,000; Eclipse Electric, \$59,761; and ERA Construction, \$62,000. The apparent lowest bidder is Nema Construction.

**Recommendation:** Award contract to the lowest responsive, responsible bidder.

**Fiscal Impact:** \$48,000. Funded by the Measure J Bond.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bruce Harter **Agenda Item:** CI C.18  
Superintendent  
**Subject:** Approval of Increase in District Allocation for Maritime Center Renovations Project

**Background Information:**

The Board approved full participation in the Maritime Center Renovations project as a part of the District's Proposition 39 Equivalent Charter School Facilities offer to the Richmond Children's Foundation for the Richmond College Prep ("RCP") Academy. RCP will use 4 classrooms and associated administrative space in the building. The District has made a contribution of \$2 million dollars to the project. These funds were also matched by a contribution from the City of Richmond of \$500,000. The Rosie the Riveter Trust is funding the remainder of the project through state historic preservation grants and tax credits.

The project involved renovating and restoring the historic Maritime Center, a Daycare Center for shipyard worker families during World War II. The project also included a component of the building being occupied by the National Park Service with a restored classroom and interpretive exhibit. The building is eligible for the National Register of Historic Places.

The construction project has been difficult and faced numerous challenges related to unforeseen conditions, hazardous materials removal issues, structural repairs, rain delays, and utilities issues. The Rosie the Riveter Trust has requested that the District provide an increase in its commitment in order to help overcome the added costs during construction and in the project close-up. The Rosie the Riveter Trust has requested that the District make an additional contribution up to but not exceeding \$250,000.

**Recommendation:** Approve increase in District allocation to Maritime Center project.

**Fiscal Impact:** \$250,000. Funded by the Measure J Bond under the Richmond College Prep Charter School budget.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_



West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 04, 2012  
**From:** Wendell Greer **Agenda Item:** D.1  
Associate Superintendent, K – Adult Education  
**Subject:** Report on the Advanced Placement program in West Contra Costa Unified School District

**Background Information:**

We would like to acknowledge 34 seniors who were designated AP Scholars during the last year's AP Exam administration in May 2011. There are four levels of AP Scholars:

1. AP Scholars - Granted to students who receive 3 or higher on three or more AP Exams.
2. AP Scholar with Honor - Granted to students who receive an average score of at least 3.25 on all AP Exams taken, and scores of 3 or higher on four or more of these exams.
3. AP Scholar with Distinction - Granted to students who receive an average score of at least 3.5 on all AP Exams taken, and scores of 3 or higher on five or more of these exams.
4. National AP Scholar - Granted to students in the United States who receive an average score of at least 4 on all AP Exams taken, and scores of 4 or higher on eight or more of these exams.

A report on the status of the AP programs will also be given by El Cerrito High School, Pinole Valley High School, and Hercules Middle High School. Last May, Pinole Valley administered the highest number of AP exams (431), Richmond had the highest number of AP exam takers (212), and Hercules and El Cerrito had the highest AP exam passing rate (42%).

**Recommendation:** Report only

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Wendell Greer  
Associate Superintendent, K – Adult Education

**Agenda Item:** D.2

**Subject:** Report on District Safety / REMS Update

**Background Information:**

Update on the district's strides on site and district safety plans in West Contra Costa Unified School District. Report on accomplishments and ongoing improvements for the implementation of the Readiness and Emergency Management for Schools (REMS) Grant.

**Recommendation:** Report only

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba *SG*  
Associate Superintendent Business Services

**Agenda Item:** D.4

**Subject:** Budget Update for 2011-2012

**Background Information:** Associate Superintendent Business Services will provide an update on the budget for 2011-2012 and the outcome of the mid-year trigger language included in the State Budget.

**Recommendation:** For Information Only

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** F.1

**Subject:** Fiscal Systems Sufficiency Audit - Conditions for State Loan Payoff

**Background Information:**

Before the repayment of the State Loan the District is required to retain an auditor to confirm the District has adequate fiscal systems and controls in place. (EC 41320.1) The District retained Vavrinek Trine and Day (VTD) to complete the audit. Caroline Larson from VTD will make a brief presentation on the study. Once the Board has accepted the audit staff will present the audit to the State Superintendent of Schools with a request that the State relinquish oversight. Staff will also work with the Department of Finance and the I-Bank to determine the structure and amount of the loan pay off. The outstanding debt is held in the form of a Lease Revenue Bond issued by the California Infrastructure Bank.

**Recommendation:** Acceptance of Audit

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bill Fay **Agenda Item:** F.2  
Associate Superintendent for Operations  
**Subject:** Public Hearing for Resolution No. 74-1112 for SB 293

**Background information:**

Senate Bill No. 293 prohibits public entities from withholding retention more than 5% of the contract price on public works contracts entered after January 1, 2012 unless certain conditions specified in Public Contract Code Section 7201 are satisfied.

Staff believes that school construction projects are of a nature that is substantially complex requiring retention in an amount exceeding 5%. The current standard for retention is 10% and staff would like to continue to use the current standard of 10% for projects deemed substantially complex.

To comply with the conditions in Public Contract Code Section 7201, staff is asking the Board to approve the resolution establishing criteria for determining whether a project is substantially complex at this properly noticed, regularly scheduled public hearing. Notice of this public hearing was posted on December 16, 2011.

In addition, staff is asking the Board to approve the resolution delegating the authority to make the determination whether a project is substantially complex to the superintendent or the superintendent's designee.

**Recommendation:** Adopt Resolution No. 74-1112

**Fiscal Impact:** No fiscal impact.

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

**RESOLUTION NO. 74-1112**

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
RICHMOND, CALIFORNIA**

**RESOLUTION TO ESTABLISH CRITERIA TO DETERMINE WHETHER SCHOOL  
CONSTRUCTION PROJECTS ARE SUBSTANTIVELY COMPLEX AND SUBJECT TO  
MORE THAN FIVE PERCENT RETENTION AND TO DELEGATE AUTHORITY TO  
DESIGNATE SUBSTANTIALLY COMPLEX PROJECTS**

**WHEREAS**, Public Contract Code section 7201(b)(4) authorizes the governing board of a district or its designee to adopt a finding, during a properly noticed, normally scheduled public hearing and prior to bid, that a project is substantially complex and therefore requires a higher retention amount than five percent (5%); and

**WHEREAS**, school construction projects are designed to a higher safety standard than other public works projects, are subject to additional levels of inspection and State design approval, and have specialized systems and safety measures included in their design; and

**WHEREAS**, on November 16, 2011, pursuant to Public Contract Code section 7201, the governing board of the West Contra Costa Unified School District (“Board”) held a properly noticed, normally scheduled public hearing, to establish criteria for determining whether the District’s school construction projects are substantially complex and subject to a higher retention amount than five percent (5%); and

**WHEREAS**, based upon the reports, analyses, presentations by District staff and consultants and/or public comment, the Board considered whether District school construction projects meeting one or more of the following criteria could be found to be substantially complex and therefore subject to a higher retention amount than five percent (5%):

1. Projects subject to higher safety standards than other public works projects;
2. Projects subject to levels of inspection beyond those required for other public works project;
3. Projects subject to design approval by the State of California Division of the State Architect; and/or
4. Projects that have specialized systems and/or safety measures to protect District students, teachers, staff and/or visitors; and

**WHEREAS**, the District desires to delegate to the superintendent or the superintendent’s designees the authority to determine that school construction projects meeting one or more of the foregoing criteria are substantially complex and therefore subject to retention in the amount of ten percent (10%) of the total contract price, subject to Board ratification of that decision.

**NOW, THEREFORE, BE IT RESOLVED**, found, and determined by the governing board of the District as follows:

1. The above recitals are true and correct.
2. The District held a properly noticed, normally scheduled public hearing.
3. Based upon all available information, including but not limited to reports, analyses, presentations by District staff and consultants, and/or public comment reviewed by the Board in connection herewith, and pursuant to Public Contract Code section 7201(b) (4), the Board hereby finds that school construction project(s) meeting one or more of the following criteria are substantially complex and therefore subject to retention in the amount of ten percent (10%) of the total contract price:
  - (a) Projects subject to higher safety standards than other public works projects;
  - (b) Projects subject to additional levels of inspection beyond those required for other public works project;
  - (c) Projects subject to design approval by the State of California Division of the State Architect; and/or
  - (d) Projects that have specialized systems and/or safety measures included in their design to protect District students, teachers, staff and/or visitors.
4. The District's superintendent and the superintendent's designees are authorized to determine whether specific District school construction projects meet one or more of the criteria for being substantially complex and therefore are subject to retention in the amount of ten percent (10%) of the total contract price, subject to subsequent Board ratification of this delegation of authority, and to take all steps and perform all actions necessary to enter into such contract(s), and to take any other actions deemed necessary to protect the interests of the District.

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District at a regular meeting held on January 4, 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: \_\_\_\_\_

SIGNED:

\_\_\_\_\_  
Charles T. Ramsey  
President  
Board of Education

I, Madeline Kronenberg, Clerk of the Board of Education, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Education of the West Contra Costa Unified School District at the regular meeting on November 16, 2011, which resolution is on file in the office of said Board.

DATED: \_\_\_\_\_

SIGNED:

\_\_\_\_\_  
Madeline Kronenberg  
Clerk  
Board of Education



West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Ann Reinlagen,  
Assistant Superintendent Human Resources

**Agenda Item:** F.3

**Subject:** Presentation and Public Hearing of Initial Bargaining Proposal – Public Employees Union, Local One

**Background Information:** Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this précis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

**Recommendation:** That the Board of Education hold a public hearing on the District's initial bargaining proposal to the Public Employees Local One for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the District's proposal to the Public Employees Local One for the 2012-2015 successor agreement.

**Recommendation:** That the Board of Education adopt the initial bargaining proposal for labor negotiations with the Public Employees Local One.

**Fiscal Impact:** To be determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
INITIAL PROPOSAL TO THE PUBLIC EMPLOYEES LOCAL ONE  
FOR 2012-2015 SUCCESSOR CONTRACT NEGOTIATIONS**

**DISTRICT GOALS:**

- ⇒ Provide a consistent, high quality education to all students in the District that includes recognition of the importance of the services provided by classified employees.
- ⇒ Maintain the level of fiscal accountability that has been an outgrowth of cost containment measures that are currently in place in the contract in the areas of health and welfare benefits and retiree health benefits. The District will continue to pursue cost containment that will also take into account the need to attract and retain a high quality staff within the classified bargaining unit.
- ⇒ Work cooperatively with Public Employees Local One to develop solutions to reaching both parties goals through respectful bargaining intended to improve the labor-management relationship and avoid conflicts that are detrimental to the achieving the District's goals and mission statement.

The District opens the following articles and will make proposals in the following areas. Nothing in this initial proposal is intended to preclude the District from making additional proposals in any article that is opened by either the District or Local One.

**Article 1      Term of Agreement:**

Update to reflect new term of Agreement from July 1, 2012 through June 30, 2015.

**Article 2      Union Recognition:**

Update to reflect current make up of the bargaining unit.

**Article 3      Definitions:**

Update definitions and make appropriate changes related to any other proposals that might impact contract definitions.

**Article 4      Release Time:**

Update to reflect current make up of the bargaining unit.

- Article 5      **Personnel Files:**
- Bring article into compliance with Title V of the California Code of Regulations
- Article 6      **Union Rights:**
- Update this section to reflect current make up of the bargaining unit and to avoid duplication of efforts.
- Article 8      **Grievance Procedures:**
- Update timelines.
- Article 10     **Working Hours, Rest Periods, Lunch Time, Absence from Duty and Call-in Time**
- Remove obsolete language, clarify rest periods.
- Article 11     **Leaves of Absence**
- Align language to leave rights allowed by the Education Code.  
Update language to conform with state and federal leave laws.  
Require verification where appropriate.
- Article 12     **Transfer**
- Modify language regarding time frame for substitute bidding.  
Review transfer criteria and make modifications that emphasize performance
- Modify to include appropriate language from Supplements.
- Article 14     **Safety**
- Delete obsolete language regarding Safety Committee based on the existence of a District Safety Committee.
- Article 16     **Compensation**
- Modify hiring procedures to effect cost savings.  
Remove obsolete language.  
Update certification and license language.
- Article 18     **Expense Claims**
- Modify to include appropriate language from the Supplements.

Article 21     **Disciplinary Actions**

Update grounds for disciplinary action.

Article 23     **Reassignment**

Update obsolete language.

Article 25     **Reclassification**

Update language and include appropriate language from Supplements.

Article 26     **Staff Development**

Update language to provide greater flexibility regarding the number of staff development days.

Article 29     **Site Based Decision-making**

Delete obsolete language.

Article 30     **Side Letters of Agreement**

Review all Side letters to determine applicability and move appropriate language into the contract sections.

Article 32     **Class Size Reduction**

Delete obsolete language.

**Supplements 1 through 5:**

Move language to appropriate articles in the Contract to make the Contract user friendly.

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Ann Reinhagen,  
Assistant Superintendent Human Resources

**Agenda Item:** F.4

**Subject:** Presentation and Public Hearing of Initial Bargaining Proposal – United Teachers of Richmond

**Background Information:**

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the United Teachers of Richmond will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

**Recommendation:** That the Board of Education hold a public hearing on the United Teachers of Richmond's initial bargaining proposal to the District for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the United Teachers of Richmond's proposal to the District for the 2012-2015 successor agreement.

**Recommendation:** That the Board of Education adopt the United Teachers of Richmond's initial bargaining proposal for labor negotiations with the District.

**Fiscal Impact:** To be determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

UNITED TEACHERS of RICHMOND CTA/NEA  
and  
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

UTR Initial Proposal for a Successor Collective Bargaining Agreement

December 12, 2011

**Note:** The parties to these negotiations are the United Teachers of Richmond CTA/NEA (herein the "Union") and the West Contra Costa Unified School District (herein the "District"). This is a conceptual proposal from the Union to the District. The Union proposes that any area of the Collective Bargaining Agreement (herein the "Agreement") not addressed herein remain status quo. This is a complete proposal for a successor Collective Bargaining Agreement between the parties.

ARTICLE 1 - AGREEMENT

Among other items, this Article addresses the term or length of the Agreement and contains certain language which was inserted in the most recent Agreement regarding the reduction of the certificated work year and the increase in class sizes.

The Union reserves its right to make a proposal regarding "term" after discussion with the District as to the appropriateness of the given length of said term. The Union also proposes to restore items which were deleted from the previous 2005-2008 Collective Bargaining Agreement including class size limits and the full one hundred and eighty five (185) day work year with its concomitant salary adjustment as outlined in section three (3) of this Article.

ARTICLE 2 - DEFINITIONS

The Union will propose various amendments to this Article. We propose a more detailed definition of Section 2, Board and Section 3, Union to bring them more in line with the legal definitions of these terms as contained in the Educational Employment Relations Act.

The Union will also propose various additions to this Article by broadening the definition of "Immediate family", and adding definitions for "Consultation", "Vote of the faculty, staff or unit members", "Emergency" and "Seniority".

ARTICLE 5 - SCOPE OF REPRESENTATION

The Union proposes to amend this Article by adding the language addressing consultation as defined in the Educational Employment Relations Act.

ARTICLE 6 - MANAGEMENT RIGHTS

The Union proposes to amend this Article by adding language which will prohibit the District's right to conduct certificated employee lay-offs during the term of this Agreement.

## ARTICLE 7 - UNION RIGHTS

The Union proposes to amend this Article by adding language which will prohibit the District from transferring or reassigning the UTR President during the time of his/her leave while serving in that office.

## ARTICLE 10 - HOURS OF EMPLOYMENT AND DUTY ASSIGNMENT

The Union proposes to amend this Article in various areas by:

Deregulating the ability for unit members to engage extra duty paid activities which may conflict with the end of the non-instructional day;

Extending the amount of preparation time for grade 6, 7, and 8 teachers in a departmentalized program in K-8 schools to one period per day;

Expanding the qualification for extra duty pay for meetings, to including SST meetings and adjusting such compensation to a pro-rated per diem rate;

Expanding the rights of unit members in the area of implementation of alternative schedules;

Adding provisions for faculty voting for the implementation of said schedules;

Restoring Kindergarten preparation time to 515 minutes per week;

Expanding preparation time for teachers in grades 1-6 in self-contained classrooms to least 250 minutes per week;

Strictly limiting the number of preparations required of secondary teachers to three preparations, in two or fewer departments, including English Learner levels as separate preparations;

Stronger regulation of staff meetings by providing greater authority to site staffs in the creation of agendas for these meetings; and

Increasing compensation for attending required "other meetings" to the teacher's pro-rated per diem rate.

## ARTICLE 11 - ADJUNCT (NON-INSTRUCTIONAL) DUTIES

The Union proposes to amend this Article by adding language which strengthens unit member's right to equitable assignment in these areas and expands the compensation level in the area of involuntary lunch duty to a pro-rated per diem.

## ARTICLE 12 - CLASS SIZE

The intent of the Union's proposals regarding this Article is to restore all class sizes to levels contained in the 2005-2008 Collective Bargaining Agreement and, in some cases, reduce them further. This effort eliminates class size averaging and proposes reductions in K through 12 classes to levels which promote responsible and accountable instruction and learning.

The Union believes that these are key proposals to educational improvement in the District. This is a significant proposal on the part of the Union and we believe that we should be frank about the impact of this item. It is significant but it is also very necessary.

#### ARTICLE 13 - LEAVES

The Union proposes to amend this Article by adding language which strengthens unit member's rights to use sick leave to care for critically or terminally ill family members. The Union also proposes some minor language corrections in this Article.

#### ARTICLE 14 - TRANSFERS AND REASSIGNMENTS

The Union proposes some minor changes to clarify meaning in some sections of the Article.

However, and more importantly, the Union also proposes significant reordering of this Article to promote seniority as the primary criteria for Reassignment and Transfer. We also address the procedures by which certificated openings should be posted and filled as well as the current process of posting openings on subsequent posting rounds.

#### ARTICLE 15 - EVALUATIONS

The Union proposes to amend this Article by adding language which strengthens the evaluatee's rights when faced with hearsay evidence as well as for employees faced with dismissal proceedings.

#### ARTICLE 19 - SAFETY

The Union proposes to amend this Article by adding language which would require the District to conduct more comprehensive trainings and information distribution of safety procedures as well as addressing some legal technicalities in this Article.

#### ARTICLE 20 - TEACHER TRAVEL AND MAIL EXPENSES

The Union has minor proposals in this area focused on the notification to traveling teachers of any changes in their schedules strictly within the ten (10) school days prior to the proposed change.

#### ARTICLE 22 - SCHOOL CALENDAR

The intent of the Union's proposals regarding this Article is to restore the school year to its' previous level, as outlined in the 2005-2008 Collective Bargaining Agreement, of one hundred and eighty five (185) work days for bargaining unit members placed on schedule 8 as well as appropriate restorations for all other bargaining unit members placed on all other salary schedules which will in turn result in a concomitant salary restoration for all unit members.

#### ARTICLE 23 - SALARY

The Union proposes to restructure the current salary schedule in such a manner that will allow unit members to move more quickly through the longevity steps of the upper levels of the schedule without encountering the roadblocks currently imposed, which require unit members to reside at their current steps for an artificial number of years.



The Union proposes to increase all certificated salary schedules by an amount commensurate with the District's "ability to pay" and comparable with other similar school districts.

The Union proposes to significantly increase the yearly stipend paid to teachers who have earned National Board Certification to \$10,000.00 per year. UTR believes that the best thing that can happen to a school district is a significant increase of the number of instructors who have achieved this level of expertise and that quality instructional policy requires that an educational institution vigorously encourage such a rigorous training program.

The Union also proposes certain changes in some technical areas of this Article such as a reduction in the length of time of required performance over a school year to achieve salary schedule movement; and a correction in the amount of time an employee may be separated from the District and then return to employment, with previous salary schedule placement, in order to conform with the provisions of the California Education Code.

#### ARTICLE 25 - EMPLOYEE BENEFITS

The Union proposes a full restoration of employee benefits as contained in the 2005-2008 Collective Bargaining Agreement between the parties.

#### ARTICLE 27 - SUBSTITUTE TEACHING

The Union proposes to significantly increase the pay rate for regular teachers in both voluntary and non-voluntary substitute assignments to the pro-rated per diem rate of pay. This applies to both secondary and elementary schools.

#### ARTICLE 28 - PART-TIME TEACHING

The Union proposes certain changes in this Article which will increase unit members' rights and bring this Article more in line with other Union proposals throughout the Agreement. These proposals include:

A guarantee to current unit members that they will be given priority for these positions before outside applicants, based on the changes proposed in Article 14, which focus on increased reliance on seniority;

A change in the manner that part time jobs are reviewed on a yearly basis so that they are automatically renewable;

A change for unit members working in job sharing positions so that they shall receive health, welfare, and leave benefits equal to those provided to single participant employees in the insurance program of the part time employees' choice; and

An elimination of the two year limit on the right to return from leave to the employees' original position.

#### ARTICLE 29 - SPECIAL SERVICES SUPPORT PERSONNEL

The Union has several proposals relative to this Article which will address program levels and working conditions for these particular employees.

### ARTICLE 31 - ITINERANT TEACHERS

The Union proposes to increase the rights of itinerant teachers' access to workplace equipment and facilities.

### ARTICLE 33 - CONSULTATION

As was outlined in Article 2 - Definitions, the Union proposes to strengthen its' authority in the area of consultation rights.

### ARTICLE 35 - PROFESSIONAL GROWTH

The Union has several concerns in this area. We will make proposals which clarify the various procedures for professional growth including, but not limited to, regulating the manner in which professional growth credit is awarded - to insure a greater degree of equality and fairness in this process.

### ARTICLE 36 - SUMMER SCHOOL

Based on the Union's proposals relative to Article 14, Transfers and Reassignment, which focus on an enhanced use of seniority, the Union's proposals in this area will call for a more equitable and fair appointment process to these summer school positions.

### ARTICLE 37 - CONTINUITY OF SERVICE

This is the "no strike", "no lockout" clause. The Union proposes to delete this Article.

### ARTICLE 39 - HARASSMENT

The Union's proposals in this area will focus on strengthening the standards contained in this section. Harassment in any form is unacceptable and the union proposes to address and expand this Article.

### ARTICLE 43 - PHASED-IN-RETIREMENT

(See Appendix H)

**RESTORE**

### ARTICLE 44 - EARLY RETIREMENT

(See Appendix I)

**RESTORE**

### ARTICLE 46 - STAFF DEVELOPMENT

The Union has various concerns in this area and wishes to strengthen unit members' ability to influence the decision making process in the choice of topics and the process by which staff development activities take place at the various sites. The Union will also address these same concerns at the District level.

**ARTICLE 47 - SHARED DECISION-MAKING**

The Union wishes to address a number of issues in this area. It is our opinion that the current Article is not creating the level of equality and partnership that is required for meaningful shared decision making and we, therefore, will make various proposals to strengthen both unit members' and the Union's rights in this area.

**ARTICLE 49 -RESTRUCTURING**

The Union wishes to address a number of issues in this area with the same general concerns which we addressed in the previous Article, 47. This current Article does not address the measures required for meaningful restructuring. The Union will propose a number of items to correct the deficiencies which we believe are contained in this Article.

**APPENDIX F**  
**MEMORANDA OF UNDERSTANDING**  
**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**Special Education**  
**Article 10, Section 17**

The Union will make several proposals in the area of the special education workplace. We are currently seeking comprehensive input from the District's Special Education teachers and we will address such items as: program levels and working conditions for these particular employees.

**APPENDIX H - PHASED-IN-RETIREMENT**  
**~~(PROGRAM CURRENTLY NOT AVAILABLE)~~**

**RESTORE**

**APPENDIX I - EARLY RETIREMENT**  
**~~(PROGRAM CURRENTLY NOT AVAILABLE)~~**

**RESTORE**

**APPENDIX K**  
**~~SIDE LETTER FOR WRIT OF MANDATE~~**

**DELETE**

**APPENDIX L**  
**~~FURLOUGH DAY SIDE LETTER~~**

**DELETE**

**OTHER:** Please note that UTR is also proposing to restore all previously eliminated Health and Welfare and Retirement Programs for employees and retirees, which may have been deleted through previous negotiations.

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Ann Reinhausen, **Agenda Item:** F.5  
Assistant Superintendent Human Resources  
**Subject:** Presentation and Public Hearing of Initial Bargaining Proposal for WCCUSD to UTR

**Background Information:**

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

**Recommendation:** That the Board of Education hold a public hearing on the District's initial bargaining proposal to the United Teachers of Richmond for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the District's proposal to the United Teachers of Richmond for the 2012-2015 successor agreement.

**Recommendation:** That the Board of Education adopt the initial bargaining proposal for labor negotiations with the United Teachers of Richmond.

**Fiscal Impact:** To be determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
INITIAL PROPOSAL TO THE UNITED TEACHERS OF RICHMOND  
FOR 2012-2015 SUCCESSOR CONTRACT NEGOTIATIONS**

**DISTRICT GOALS:**

- ⇒ Provide a consistent, high quality education to all students in the District with particular emphasis on intervention for those schools that remain in Program Improvement. The District has successfully introduced the “Turnaround Model” within the District and intends to provide the same level of support to students at every school that is struggling to meet national and state accountability standards. The District will seek to remove all barriers in the current contract that negatively impact the ability of schools to attain high performance levels for all students and most importantly for at-risk students at all levels, K-12.
- ⇒ Insure that teacher performance is measured with regard to the California Standards for the Teaching Profession (CSTPs) and that every teacher is expected to maintain the highest level of service using the CSTPs as his/her reference point.
- ⇒ Maintain the level of fiscal accountability that has been an outgrowth of cost containment measures that are currently in place in the contract in the areas of health and welfare benefits and retiree health benefits. The District will continue to pursue cost containment that will also take into account the need to attract and retain a high quality staff within the certificated bargaining unit.
- ⇒ Work cooperatively with the United Teachers of Richmond to develop solutions to reaching both parties goals through respectful bargaining intended to improve the labor-management relationship and avoid conflicts that are detrimental to the achieving the District’s goals and mission statement.

The District opens the following articles and will make proposals in the following areas. Nothing in this initial proposal is intended to preclude the District from making additional proposals in any article that is opened by either the District or UTR.

**Article 1: Term of Agreement**

Settle the contract for three years, commencing July 1, 2012 through June 30, 2015 with appropriate reopeners as agreed to by the parties.

Maintain the status quo on all suspended articles in the UTR contract.

Article 2: **Definitions**

Agree on a definition of “day” that is consistent throughout the contract.

Article 9: **Disciplinary Action**

Replace this Article with a step by step explanation of progressive discipline.

Article 10: **Hours of Employment and Duty Assignment**

Remove all barriers to educational reform and improvement needed at all schools.

Modify minute requirements to allow for maximum educational improvements.

Provide for collaboration time at all schools.

Maintain 100 minutes of preparation time for all grades K-6.

Remove artificial barriers for those teachers who wish to work more than 120 % contracts.

Remove all obsolete language.

Article 12: **Class Size**

Maintain suspension of language in sections 1, 2 and 11.

Eliminate barriers to bilingual combination classes.

Eliminate contract language that requires the District to move kindergarten students to schools outside of their geographic area.

Modify opportunity class language.

Reduce as much as possible the reliance on substitutes at the outset of the school year.

Remove obsolete language.

Article 13: **Leaves**

Include verification process for bereavement leave and Family Illness leave.

Conform Military Leave section with reference to appropriate federal and state laws.

Review Sabbatical Leaves.

Remove language that references Staff Development Buy Back days that have been eliminated from the CBA.

Article 14: **Transfers and Reassignments**

Delete all references to administrator assignments.

Delete the three transfer rounds in order to provide transfer opportunities to certificated unit members in an orderly fashion and at a time when the majority of openings are clearly identified.

Remove all barriers to educational reform and improvement needed at underperforming schools.

Delete obsolete language.

Article 15: **Evaluations**

Insure that evaluators have significant input regarding the type of performance evaluation to be used with emphasis on tying all evaluations to the CSTPs.

Insure that administrators are provided with a reasonable time frame to complete the additional observation and evaluation for those teachers rated unsatisfactory.

Remove language that violates state and federal law.

Remove obsolete language.

Article 17: **Parent Complaint Procedure**

Insure that parents who wish to pursue legitimate complaints with regard to certificated staff are not subject to retaliation.

Modify this section to eliminate its application to complaints of child abuse or sexual harassment.

Article 18: **Personnel Files**

Delete any reference to destruction of documents placed in a personnel file in compliance with Title V.

Article 19: **Safety**

Insure that all references to student discipline are in compliance with the Education Code.

Article 25: **Employee Benefits**

Insert three tier District contribution figures that became the status quo as of January 1, 2012.

Delete all references to the method of determining the three tiers for the 2010-2011 and 2011-2012 school year as obsolete language.

Article 26: **Specially Funded Teachers**

Delete this article.

Article 28: **Part-Time Teaching**

Increase flexibility in this article.

Article 32: **Temporary Teachers**

Delete this article.

Article 36: **Summer School**

Delete this article.

Article 43: **Phased-in-Retirement**

Eliminate obsolete language.

Article 44: **Early Retirement**

Eliminate obsolete language.

Article 47: **Shared Decision-Making**

Remove all barriers to educational reform and improvement needed at underperforming schools.

Article 48: **Academic Freedom**

Modify article to insure all certificated staff are complying with current federal law and that age appropriateness of materials is being considered.

Article 49: **Restructuring**

Delete this article.

Article 50: **Multi-track Year-Round School (MTYRS)**

Eliminate this section as obsolete.



West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** January 4, 2012

**From:** Ann Reinhausen,  
Assistant Superintendent Human Resources

**Agenda Item:** F.6

**Subject:** Presentation and Public Hearing of Initial Bargaining Proposal of West Contra Costa Administrators Association

**Background Information:**

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Administrators Association (WCCAA) will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District's Administration Building, six high schools and online at the District's webpage.

**Recommendation:** That the Board of Education hold a public hearing on the West Contra Costa Administrators Association initial bargaining proposal to the District for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the West Contra Costa Administrators Association proposal to the District for the 2012-2015 successor agreement.

**Recommendation:** That the Board of Education adopt the West Contra Costa Administrators Association initial bargaining proposal for labor negotiations with the District.

**Fiscal Impact:** To be determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**WEST CONTRA COSTA ADMINISTRATORS ASSOCIATION  
SUNSHINE ARTICLES  
December 2011**

**Existing Articles:**

- Article 1, Agreement
- Article 3, Salary  
Including but not limited to MOU (2/13/09) Salary for North Campus Principal; Settlement Agreement (9/1/11) salary for Vista Principal
- Article 12.3c, Vision
- Article 13, Transfer  
Including but not limited to inclusion of MOU (7/21/11) on Process for Applying for Positions after Reassignment Letter
- Article 11, Term of Agreement
- Article 15, Evaluation
- Appendix B

**New Articles:**

- Job Security
- Safety
- Discipline
- Work Day/Work Year  
Including but not limited to MEMO (6/10/11) on Exchange Days
- Nondiscrimination
- Professional Development/Collaboration

WCCAA reserves the right to introduce new issues and/or proposals in response to issues and/or proposals put forward by management during negotiations.

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Ann Reinlagen, **Agenda Item:** F.7  
Assistant Superintendent Human Resources  
**Subject:** Presentation and Public Hearing of Initial Bargaining Proposal – West Contra Costa  
Administrator’s Association

**Background Information:**

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school district and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District will be presented, at which time the public is allowed to comment on this proposal. A copy of the proposal is attached to this precis and is provided in the Board meeting packet which is available at the District’s Administration Building, six high schools and online at the District’s webpage.

**Recommendation:** That the Board of Education hold a public hearing on the District’s initial bargaining proposal to the West Contra Costa Administrator’s Association for the 2012-2015 successor agreement.

Board Adoption of Initial Bargaining Proposal

**Background Information:** Following the public hearing on its initial bargaining proposal, the Board of Education will be asked to adopt the District’s proposal to the West Contra Costa Administrator’s Association for the 2012-2015 successor agreement.

**Recommendation:** That the Board of Education adopt the initial bargaining proposal for labor negotiations with the West Contra Costa Administrators Association.

**Fiscal Impact:** To Be Determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT'S  
INITIAL PROPOSAL TO THE WEST CONTRA COSTA ADMINISTRATORS  
ASSOCIATION FOR 2012-2015 SUCCESSOR CONTRACT NEGOTIATIONS**

**DISTRICT GOALS/INTERESTS:**

- ⇒ Provide a consistent, high quality education to all students in the District with particular emphasis on intervention for those schools that remain in Program Improvement Status, Years 3, 4 and 5. The District has successfully introduced the "Turnaround Model" at Lincoln Elementary School and intends to provide the same level of support to students at every other school that is struggling to meet national and state accountability standards.
- ⇒ Maintain the level of fiscal accountability that has been an outgrowth of cost containment measures that are currently in place in the contract in the areas of health and welfare benefits and retiree health benefits. The District will continue to pursue cost containment that will also take into account the need to attract and retain a high quality staff within the certificated administrators' bargaining unit.
- ⇒ Work cooperatively with the West Contra Costa Administrators Association to develop options that address both parties' goals and interests using the Interest Based Bargaining process.

The District has many mutual interests in terms of articles it would like to open that have already been opened by WCCAA. The District wishes to reopen the following articles:

Article 1: Term of Agreement

Article 3: Salary

Article 12: Benefits

The District reserves the right to pursue interests that may arise in the other articles that have been opened by WCCAA.

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** January 4, 2012  
**From:** Bill Fay **Agenda Item:** G.1  
Associate Superintendent for Operations  
**Subject:** Project Status Report – Facilities Planning and Construction

**Background Information:**

The following are provided for review of Facilities Planning and construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report – Verbal Presentation
- Construction Status Reports – Current Construction Projects

**Recommendation:** For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

# PROJECT STATUS REPORT

## De Anza High School - Replacement Campus

### Period Ending: 12/14/2011

**Scope:** Replacement Campus

**Construction Status:**

Architect: DLM Architects  
 Project Manager: Jose Chapa, SGI Construction Management  
 Project Engineer: Jemil Sahle, SGI Construction Management  
 Contractor: Wright Contracting Inc.  
 Inspector: Steve Cayson  
 WCCUSD Mgr: Keith Holtslander

**Contract Status:**

Notice to Proceed:	05/17/2010	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	1,080			
Original Completion Date:	05/01/2013			
Projected Completion:	05/01/2013			

**Buildings:**

Building 1	Administration & Library
Building 2 & 3	Theater & Arts/Delta School
Building 4	Special Education
Building 5	Science
Building 6 & 7	Classrooms
Building 8	Gymnasium
Building 9	Cafeteria
Building 11, 12, & 13	Lobby, Breezeway, & Entrance Structure

**Progress This Period:**

- Building 1, 2, 3 & 4-- Install Wall Insulation & Drywall Cont.
- Building 1, 2, 3, 4 & 5 Install MEP Rough-Ins Cont.
- Building 1, 2 & 8-- Apply Plaster Cont.
- Building 1, 2 & 8--Install Interior Doors & Storefront Doors & Windows Cont.
- Building 1, 2, 3, 8 & 9--Install HVAC Ducts & Equipment Cont.
- Building 1, 3, 6, 7, 8 & 9 --Install Built-Up Roof System Cont.
- Building 2, 8 & 9--Install Brick Veneer
- Building 5 & 6--Install Interior Wall Framing Cont.
- Building 5, 6 & 7-- Install Waterproofing Membrane
- Building 6 & 7--Install Exterior Wall Sheathing Cont.
- Building 8 & 9--Apply Paint to Parapet Walls & Ceilings.
- Building 9--Install Tile in Restrooms Cont.

**Anticipated Progress Next Period:**

- Building 1, 2, 3, 8 & 9--Install HVAC Ducts & Equipment Cont.
- Building 1, 2 & 8-- Install Wall Insulation & Drywall Cont.
- Building 1, 2, 3 & 8-- Apply Plaster Cont.
- Building 5, 6 & 7--Install Interior Wall Framing
- Building 1, 2, 3, 4, 5 MEP Rough-Ins Cont.
- Building 1, 7, 8 & 9--Install Built-Up Roof System Cont.
- Building 8 & 9--Install Tile in Restrooms Cont.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	1,080
Construction Calendar Days Elapsed:	576
Construction Calendar Days Remaining:	504
Percent of Contract Calendar Days Elapsed:	53%
Percent of Construction Completed:	53%

<b>Percentage of Work Done</b>	<b>53%</b>	<b>Total Project</b>
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**Proposed Changes:**

**General Comment:**

Progress Photos: 12/14/2011



**Building 2: Installation of Brick Veneer**



**Building 1: Exterior Plaster Applied**



**Building 4: Installation of Interior Walls and Windows**

# PROJECT STATUS REPORT

Dover Elementary School -

Period Ending: 12/14/2011

**Scope:** Increment 2

**Construction Status:**

Architect: HY Architects, Inc.  
 Project Manager: Robert Vargas, SGI Construction Management  
 Project Engineer: Rod Sias, SGI Construction Management  
 Contractor: Alten Construction, Inc.  
 Inspector: Kris Gilbert  
 WCCUSD Mgr: Keith Holtslander

**Contract Status:**

Notice to Proceed: 06/15/2009

	Original	Approved	Projected
Construction Schedule (days):	1,110	119	1,229
Original Completion Date:	06/29/2012		
Projected Completion:	12/12/2012		

**Buildings:**

Building A Main Admin. Building & Classrooms - COMPLETED  
 Building B Pre-School/Kindergarten - IN PROGRESS  
 Building C Multi Purpose Building - IN PROGRESS  
 Site Work Rough Site Work & Underground Utilities

**Progress This Period:**

- Roof Framing (Bldg. B) – IN PROGRESS.
- Set Steel (Bldg. B) – IN PROGRESS.
- Soffits (Bldg. B) – IN PROGRESS.
- Frame Walls (Bldg. B) – COMPLETED.
- Shear Panel (Bldg. B) – COMPLETED.
- Walkway Footings (Bldg. B) – COMPLETED.
- Interior Backing (Bldg. B) – COMPLETED.
- Installation of Roof Joist – COMPLETED.
- Construction of Trash Wall Containment Area (Bldg. C) – COMPLETED.

**Anticipated Progress Next Period:**

- Frame Walls (Bldg. C) – IN PROGRESS.
- Frame Roof (Bldg. C) – IN PROGRESS.
- Waterproofing (Bldg. B) – IN PROGRESS.
- Roofing (Shingles) (Bldg. B) – IN PROGRESS.
- Rough Plumbing (Bldg. B) – IN PROGRESS.
- Sprinklers (Bldg. B) – IN PROGRESS.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	1,229
Construction Calendar Days Elapsed:	910
Construction Calendar Days Remaining:	319
Percent of Contract Calendar Days Elapsed:	74%
Percent of Construction Completed:	75%

**Percentage of Work Done**

**75%**

**Total Project**

Phase 1--Demolition & Site Work	Increments 1 & 1A	100%
Phase 2--Building "A"	Increment 2	100%
Phase 3--Building "B" & "C"	Increment 3	35%
Phase 4--Site Work & Playground	Increment 3	0%

**Proposed Changes:**

**General Comment:**

- Rain on November 11, 2011
- Rain on October 3rd, 4th, 5th, 6th, 2011
- Rain on May 31st, June 1st, 2nd, 6th, 7th, 8th, 28th, 2011. Muddy conditions on June 29, 2011.
- Formal Schedule Recovery to be submitted.

Progress Photos: 12/14/2011



Building B - Shear Panel & Roof



Building B - Construction of Low Roof



Building C - Framing

# PROJECT STATUS REPORT

## ECHS - Multi-Use Sport Fields

Period Ending: 12/14/2011

**Scope:** Multi-Use Sport Fields

**Construction Status:**

Architect: WLC Architects  
 Project Manager: Hector DeLeon, SGI Construction Management  
 Project Engineer: N/A  
 Contractor: Michael Paul Company Inc.  
 Inspector: Kris Gilbert  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed: 02/21/2011

	Original	Approved	Projected
Construction Schedule (days):	180	60	95
Original Completion Date:	8/22/2011		
Projected Completion:	12/1/2011		

**Buildings:**

Synthetic Field Soccer, Baseball and Softball Synthetic Field  
 Tennis Courts Five new Tennis Courts w Ball Wall  
 Batting Cage New Batting Cage on Southeastern corner of project

**Progress This Period:**

The punch list has been issued to the general contractor. The synthetic field has passed the G max testing and has conditionally been turned over to the school for use by the boys and girls soccer teams. field testing. Tennis court interior fencing and striping is complete. Handrails and landscaping has also been completed.

**Anticipated Progress Next Period:**

Closeout and punch list items will be address to complete the project.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	275
Construction Calendar Days Elapsed:	296
Construction Calendar Days Remaining:	-21
Percent of Contract Calendar Days Elapsed:	107%
Percent of Construction Completed:	98%

Percentage of Work Done	98%	Total Project
Synthetic Turf Installation	100%	20%
Landscape Planting	100%	10%
Utility Trenching and Installation	100%	8%
Cast in place-retaining walls	100%	12%
Irrigation system installation	100%	10%
Fencing & Post installation	95%	10%
Perimeter concrete flatwork	100%	12%
Shotcrete retaining wall	100%	9%

**Proposed Changes:**

The weather is currently too cold for the tennis court surfacing. In order to properly place the surfacing we need to have four days of 55 degree weather. Once the weathers warms up the tennis court surfacing will be placed.

**General Comment:**

Progress Photos: 12/14/2011



Multipurpose field has been turned over for Soccer team use.



Fire lane/student access to field completed



Tennis court temporary striping until warmer weather



# PROJECT STATUS REPORT

## Ford Elementary School - Building

Period Ending: 12/14/2011

**Scope:** Pre-K, K-5 Elementary School with Computer Laboratory, Library, Administration, Kitchen, Multi-Purpose Room & Stage; with Playgrounds & Parking

### Construction Status:

Architect: Sally Swanson Architects, Inc.  
 Project Manager: Lewis Brower, SGI Construction Management  
 Project Engineer: Rod Sias, SGI Construction Management  
 Contractor: Alten Construction, Inc.  
 Inspector: Mark Eriksen  
 WCCUSD Mgr: Keith Holtslander

### Contract Status:

Notice to Proceed:	10/12/2009		
	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	600	214	814
Original Completion Date:	06/04/2011		
Projected Completion:	1/15/2012		

### Buildings:

Site Development	Rough Site Work & Underground Utilities
Building; Area A	Classrooms, Administration, Library, Computer Lab
Building; Area B	Pre-School, Kindergarten, Classrooms
Building; Area C	Multi-Purpose Room, Stage, Kitchen
Site Finish	Hardscape, Landscape, Irrigation, Accessories

### Progress This Period:

- Areas A, B & C - Overall Interior Construction attains ≈99% completion. Contractor/Subcontractor Punch list Underway.
- HVAC Equipment & Lighting System Start-Up & Commissioning Underway.
- Fire Alarm System, CCTV System, Card Reader System, EMS System, PA System nears completion with Start-Up preparation/Testing underway or scheduled.
- Site Development attains ≈75% complete - largely, Southeast Campus Development remains.

### Anticipated Progress Next Period:

- Areas A, B & C - Ready for District Substantial Completion Inspections. AOR/CM Punch list Inspections/Contractor Resolution continues.
- HVAC Equipment & Lighting System Commissioning nears completion.
- Fire Alarm System, CCTV System, Card Reader System, EMS System, PA System Start-Up preparation/Testing underway or near completion.
- AT&T Fiber Service and Gigamon System Implementation underway.
- Site Work - Full Site Development nears completion; Punch list underway.
- Fire Alarm System, Elevator, Kitchen and Pre-School Testing and/or Certifications Scheduled or Underway. Preparation for FF&E Fit-Up, Computer, TV, CATV, VOIP Telephone nears implementation.

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	814
Construction Calendar Days Elapsed:	793
Construction Calendar Days Remaining:	21
Percent of Contract Calendar Days Elapsed:	97%
Percent of Construction Completed:	97%

### Percentage of Work Done

### Total Project

Site Development	96%
Building; Area A	99%
Building; Area B	99%
Building; Area C	99%
Site Finish	75%

### Proposed Changes:

Miscellaneous Issues attending AOR issued ASI's and GC RFI Process.

### General Comment:

Progress continues toward late January Substantial Completion and Mid-February School Opening.

Progress Photos: 12/14/2011



View from Entry to Maricopa Avenue Traffic Turnout



Area B, 2nd Floor East Stairwell Landing



Area A, 2nd Floor North - Multi-Purpose Classroom

# PROJECT STATUS REPORT

## Kennedy High School - ADA Upgrades and Elevator

Period Ending: 12/14/2011

**Scope:** ADA Upgrades and Elevator Project

**Construction Status:**

Architect: HMC Architects  
 Project Manager: Herman Blackmon Jr., Amanco, Inc.  
 Project Engineer:  
 Contractor: CF Contracting  
 Inspector: Brad Williamson  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed:	08/15/2011	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	210			
Original Completion Date:	3/13/2012			
Projected Completion:	3/13/2012			

**Buildings:**

**Progress This Period:**

- Framed Elevator
- Framing for Chair Lifts - in-progress
- Rough-In Electrical - 85%
- Installed ADA Parking Space and ADA Bus Drop-Off
- Backfilled Around Elevator and Machine Room

**Anticipated Progress Next Period:**

- Continue Framing for Chair Lifts
- Waterproof Exterior of Elevator and Machine Room and Apply Stucco
- Pave Round ADA Parking Space
- Stripe for ADA Parking and ADA Bus Drop-Off
- Install ADA Tow-Away Signs

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	210
Construction Calendar Days Elapsed:	121
Construction Calendar Days Remaining:	89
Percent of Contract Calendar Days Elapsed:	57%
Percent of Construction Completed:	45%

**Percentage of Work Done**                      **45%**                      **Total Project**

**Proposed Changes:**

- Add Rails at ADA Parking and ADA Bus Drop-Off Areas
- Add Knox Box at Front of School

**General Comment:**

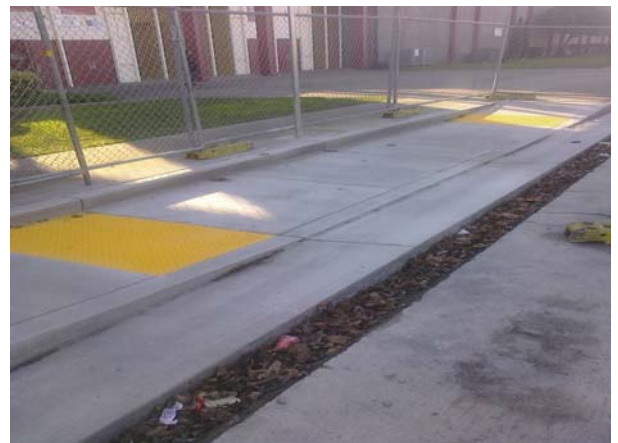
Progress Photos: 12/14/2011



**Elevator Framing**



**Elevator Framed**



**ADA Bus Drop-Off**

# PROJECT STATUS REPORT

## Kennedy High School - Concession Stand and Lights

Period Ending: 12/14/2011

**Scope:** Concession Stand and Lights

**Construction Status:**

Architect: Powell & Partners  
 Project Manager: Herman Blackmon Jr., Amanco, Inc.  
 Project Engineer:  
 Contractor: B-Side Construction  
 Inspector: Brad Williamson  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed:	04/01/2011	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	149			
Original Completion Date:	04/01/2011			
Projected Completion:	08/28/2011			

**Buildings:**

Concession Stand

**Progress This Period:**

- Completed Roof Framing and Plywood Roof Covering
- Graded Around Concession Building and Over Site Drainage Lines
- Installed Hollow Steel Posts in Bathrooms
- Install Interior Metal Framing
- Installed Site Drainage Lines and Catch Basins

**Anticipated Progress Next Period:**

- Build Roof Canopy
- Pour Topping Concrete for Interior
- Complete Asphalt Patching Around Concession Building
- Hang Gypsum Board Wall Panels
- Build Suspended Ceiling
- Complete Rough-In Plumbing and Electrical
- Install Plumbing Fixtures
- Pour Concrete for Curbs and Parking Lot Light Posts

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	149
Construction Calendar Days Elapsed:	257
Construction Calendar Days Remaining:	-108
Percent of Contract Calendar Days Elapsed:	172%
Percent of Construction Completed:	73%

**Percentage of Work Done**                      **73%**                      **Total Project**

**Proposed Changes:**

- Add Security Lights and Speakers
- Add Data for POS

**General Comment:**

Progress Photos: 12/14/2011



**Concession Stand- Roof Framing**



**Concession Stand - Roof Plywood Covering**



**Concession Stand - Catch Basin and Site Drainage Connection**

# PROJECT STATUS REPORT

## King Elementary School - Increment 2 New Construction

### Period Ending: 12/14/2011

**Scope:** Milestone 1: Const. of (N) School Bldgs. & Site Work; Milestone 2: Teacher & Staff Move; Milestone 3: Demo. of (E) School and site work.

**Construction Status:**

Architect: Quattrocchi Kwok Architects  
 Project Manager: Alaric Robinson, Amanco, Inc.  
 Project Engineer: Eddie Law, SGI  
 Contractor: West Bay Builders  
 Inspector: Mark Eriksen  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed:	03/25/2009		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	720		129
Original Completion Date:	03/15/2011		
Projected Completion:	5/16/2012		

**Buildings:**

A	Single Story- Classrooms, library and admin. areas
B	Two Story- Classrooms
C	Single Story- Multi-Use With Stage and Kitchen

**Progress This Period:**

- All Buildings:
- GC completing Back Punch List and Owner requested Change orders. School in use and operational.
  - Roof top AC units at IDF and MDF rooms are installed and operational.
- Site:
- All Rough Grading completed.
  - Finish grading and Concrete work completed.
  - SWPPP Plan completed.
  - Underground utilities have been completed.

**Anticipated Progress Next Period:**

- All Buildings:
- All previously approved owner requested change orders to be completed.
  - Top AC Units to be provided and installed by GC as directed by the AOR and approved by the District.
  - M&O Staff requested items to be specified, priced and scheduled.
- Site:
- Finish grading completed at Play Yard, Running Track, play field and preschool play yard, parking lot and bus drop off areas.
  - Curbs, gutters and concrete approaches completed.
  - Drain Inlets are completed.
  - Site ready for AC paving and landscaping.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	968
Construction Calendar Days Remaining:	-248
Percent of Contract Calendar Days Elapsed:	134%
Percent of Construction Completed:	98%

<b>Percentage of Work Done</b>	<b>98%</b>	<b>Total Project</b>
Site Work	50%	98%

**Proposed Changes:**

Milestone 1- M&O requested items are being reviewed by the AOR, direction to proceed pending district Staff approval of items and costs.  
 Milestone 3- Security camera infrastructure to be provided. Additional landscaping and drainage to be provided and installed as requested by the District along 39th Street and 41st street. Additional Demolition as requested by district staff at sidewalks and mow strips along 39th Street.

**General Comment:**

Progress Photos: 12/14/2011



**Overall Finish Grade Of Running Track & Play Yard**



**Installation Of Paved Access To Temporary Play Yard**



**Finish Grade Of Pre-School Play Yard**

# PROJECT STATUS REPORT

## Nystrom Elementary School - Multipurpose Room

Period Ending: 12/14/2011

**Scope:** Multipurpose Room Construction

**Construction Status:**

Architect: Interactive Resources  
 Project Manager: Sonya Perkins, SGI Construction Management  
 Project Engineer: Eddie Law, SGI Construction Management  
 Contractor: John Plane Construction  
 Inspector: Kris Gilbert  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed:	07/26/2010		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	515		<b>Projected</b>
Original Completion Date:	12/23/2011		
Projected Completion:	12/23/2011		

**Buildings:**

Single Story Multi-Use Library, Classrooms, Computer Lab & Kitchens

**Progress This Period:**

Interior: Continuation of interior finishes including light fixtures, telecommunications, speakers, installation of linoleum flooring throughout the building and wood flooring at stage area,  
 Exterior: Completion of metal panels and stucco, site work, planter seat walls at radius,

**Anticipated Progress Next Period:**

Start grading and site work for new parking lot area, continue flat work around the multi-purpose building, install wood flooring at stage, install water heater and wheel chair lift, and conduct air- balance testing

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	524
Construction Calendar Days Elapsed:	506
Construction Calendar Days Remaining:	18
Percent of Contract Calendar Days Elapsed:	96%
Percent of Construction Completed:	

<b>Percentage of Work Done</b>	<b>89%</b>	<b>Total Project</b>
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**Proposed Changes:**

**General Comment:**

On-going HVAC controls and start up activities. Units will be on in the library for building acclimation.

Progress Photos: 12/14/2011



**Radius Windows and Stucco Installation**



**Linoleum Flooring in Hallway**



**Forming for Flatwork**

# PROJECT STATUS REPORT

Ohlone Elementary School - West Campus

Period Ending: 12/14/2011

**Scope:** West Campus

**Construction Status:**

Architect: Powell & Partners  
 Project Manager: Alex Gourtzelis, SGI Construction Management  
 Project Engineer: Marcus Blackmon, Amanco, Inc.  
 Contractor: Zovich Construction  
 Inspector: Mark Eriksen  
 WCCUSD Mgr: Keith Holtslander

**Contract Status:**

Notice to Proceed:	08/01/2011	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	720			
Original Completion Date:	09/19/2013			
Projected Completion:	09/19/2013			

**Buildings:**

Building A Two Story Building.  
 Building B Single Story Building.

**Progress This Period:**

Progress this period for the Ohlone Phase I & II West Campus Project is as follows: Building B - completed underground utilities, placed anchor bolts, poured slab on grade, soft cut slab on grade, applied curing compound, commenced erecting steel columns and beams; Building A - poured footings, finished underground utilities, poured concrete pad for elevator pit, installed rebar and anchor bolts, poured slab on grade, and soft cut slab on grade; Site Work - finished construction of the temporary playground,

**Anticipated Progress Next Period:**

Progress this period for the Ohlone Phase I & II West Campus Project is presumed to be the following: Building B - layout sill plates and framing, continue structural steel erection, and pour interior and exterior curbs; Building A - layout sill plates and framing; Site Work - survey footings for concrete masonry wall, commence excavating footings for concrete masonry wall, install rebar for footings at concrete masonry wall, pour footings for CMU wall and place masonry units.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	135
Construction Calendar Days Remaining:	585
Percent of Contract Calendar Days Elapsed:	18%
Percent of Construction Completed:	16%

**Percentage of Work Done 16% Total Project**

**Proposed Changes:**

**General Comment:**

Progress Photos: 12/14/2011



Crane Erecting Steel Columns at Building B



Concrete Pour for Footings at Building A



Concrete Pour for Slab on Grade at Building A